



# Agenda Cover Memorandum

Meeting Date: January 25, 2016

Meeting Type:  Committee of the Whole  City Council  Budget Workshop

Item Title: Reject all bids for "Towing Services PD-FY16-03".

Action Requested:  Approval  For Discussion  Feedback Requested  For Your Information

Staff Contact: Joe Gilmore, Finance Director Phone #: (847) 318-5216 Email: jgilmore@parkridge.us

Background:

On November 19, 2015, the City issued an Invitation to Bid for the Towing Services in accordance with specifications in PD-FY16-03 via a Pioneer Press advertisement and the City web site. Six (6) firms registered via the City web site. Two (2) bids were received for the bid opening on December 8, 2015 and neither bid conformed to the specifications.

Since the expenditure is less than \$2,500.00, there is no procurement policy requirement to utilize a bid event to secure the Towing Service. Staff has adjusted the Statement of Work based on feedback from the bid event. Staff is processing this procurement through obtaining price quotes since a second bid event would be likely to yield the same result.

Staff is recommending that all bids be rejected.

Recommendation:

Reject all bids for "Towing Services PD-FY16-03".

Does Action Require an Expenditure of Funds:  Yes  No

Attachment(s), if any: