



**TITLE:** Consider/Discuss/Act on a Resolution Awarding a Contract to Lynch Diversified Vehicles (LDV) of Burlington, Wisconsin for Customization Services of a Mobile Library Vehicle (Bookmobile)

**COUNCIL GOAL:** Operational Excellence

**MEETING DATE:** September 19, 2017

**DEPARTMENT:** Library

**CONTACT:** Spencer Smith, Director of Libraries  
Lisa Littrell, Purchasing Manager

**RECOMMENDED CITY COUNCIL ACTION:**

- Approval of Resolution

**ITEM SUMMARY:**

- This Resolution authorizes award of a contract with Lynch Diversified Vehicles (LDV) of Burlington, Wisconsin for Customization Services of a Mobile Library Vehicle (Bookmobile).

**BACKGROUND INFORMATION:**

- The City issued a request for proposal (17-56RFP) for Customization of a Mobile Library Vehicle.
- Out of 158 supplier notifications, one (1) proposal was received from Lynch Diversified Vehicles (LDV) of Burlington, Wisconsin on August 24, 2017.
- The proposal was reviewed by the Director of Libraries to ensure all requirements met the needs and standards listed in the Request for Proposal.
- Project Timeline: LDV will deliver the vehicle in 150 days or less after receiving the chassis provided by the City.
- Contract award shall be in the amount not to exceed \$56,193 for the full scope of services as outlined in the proposal.

**FINANCIAL SUMMARY:**

- Funding for this proposal is currently budgeted in the Library department gift Fund 018.

**BOARD OR COMMISSION RECOMMENDATION:**

- N/A

**SUPPORTING MATERIALS:**

[Resolution](#)

[Best and Final Offer](#)