

## MEMORANDUM

**To** : Marcus Serrano  
Village Administrator

**From** : George Pommer, P.E.  
Village Consulting Engineer

**Dated** : May 20, 2021

**Subject** : Sewage Plant Sludge Removal Contract  
Village of Buchanan

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At the Village Board meeting held on May 5, 2020, Fred A. Cook, Jr., Inc. was awarded the referenced contract. As referenced in the bid specifications, the board has the option of extending the contract an additional year. Since there are annual increases in fuel and wages, the Village would benefit from extending the agreement.

Therefore we recommend extending the sludge hauling contract one additional year. If approved, Fred A. Cook Jr., Inc. would be required to submit the required Performance Bond, Insurance Certificates and any other pertinent contract documents. After submission and approval of the required documents, contracts can be signed and the work commenced.

If there are any questions concerning the above, please do not hesitate to contact me at your earliest convenience.



GP:cg

cc: Stephanie Porteus, Village Attorney

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