

VILLAGE OF DOWNERS GROVE
Report for the Village Council Meeting
4/7/2020

SUBJECT:	SUBMITTED BY:
Extension to Fire Department Uniform Contract	Jeffrey Pindelski Fire Chief

SYNOPSIS

A resolution has been prepared to execute a three-year extension to the agreement with On Time Embroidery, Inc. d/b/a Unique Apparel of Elk Grove, Illinois for the purchase of uniforms for Fire Department personnel in a total not-to-exceed amount of \$215,000.

STRATEGIC PLAN ALIGNMENT

The goals for 2019-2021 include *Steward of Financial, Environmental and Neighborhood Sustainability*.

FISCAL IMPACT

The contract cost for FY20 is estimated at \$66,054. The FY20 budget includes \$66,054 in the General Fund for this contract.

RECOMMENDATION

Approval on the April 7, 2020 consent agenda.

BACKGROUND

The Fire Department is obligated by collective bargaining agreement to provide uniforms to its members. The clothing allowance is administered by the Village through a voucher system. The Fire Department currently uses Unique Apparel Solutions to provide uniforms to its members. Unique Apparel was selected from a previous RFP process and has met all requirements while providing trouble free and timely service.

Staff is recommending that Unique Apparel be awarded an extension of the existing contract for a period of 2.5 years. Over this 2.5 year time frame, Unique Apparel has agreed to limit its increase in pricing of items collectively to no more than 2%.

ATTACHMENTS

Resolution
Contract Extension

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING EXECUTION OF
A SECOND EXTENSION TO THE AGREEMENT BETWEEN
THE VILLAGE OF DOWNERS GROVE AND
ON TIME EMBROIDERY, INC. D/B/A UNIQUE APPAREL**

BE IT RESOLVED by the Village Council of the Village of Downers Grove, DuPage County, Illinois, as follows:

1. That the form and substance of a certain Second Extension (the "Agreement"), between the Village of Downers Grove (the "Village") and On Time Embroidery, Inc. d/b/a Unique Apparel (the "Provider"), for Fire Department uniforms and apparel, as set forth in the form of the Agreement submitted to this meeting with the recommendation of the Village Manager, is hereby approved.

2. That the Village Manager and Village Clerk are hereby respectively authorized and directed for and on behalf of the Village to execute, attest, seal and deliver the Agreement, substantially in the form approved in the foregoing paragraph of this Resolution, together with such changes as the Manager shall deem necessary.

3. That the proper officials, agents and employees of the Village are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the Village in accordance with the provisions of the Agreement.

4. That all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

5. That this Resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____

Village Clerk

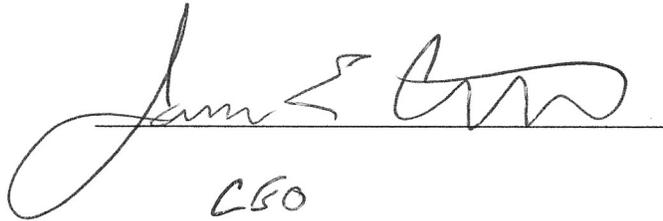
**SECOND EXTENSION TO THE AGREEMENT BETWEEN
THE VILLAGE OF DOWNERS GROVE AND
ON TIME EMBROIDERY, INC. d/b/a UNIQUE APPAREL**

The Village of Downers Grove, Illinois and On Time Embroidery, Inc. d/b/a Unique Apparel entered into a three-year Agreement ("Agreement") to provide uniform items for the Fire Department on or about March 18, 2014. That Agreement was extended for a three-year period in 2017, with an expiration date of May 31, 2020. Pursuant to the terms of the Agreement, the parties desire to enter into a second extension for another three-year period under the following terms:

1. This extension shall begin June 1, 2020 and terminate December 31, 2022.
2. Individual uniform items shall be at the rates listed on Exhibit A attached hereto.
3. The total not-to-exceed price for the three-year contract period shall be \$215,000.
4. All other terms from the 2014 Agreement and 2017 Extension remain in full force and effect.

VILLAGE OF DOWNERS GROVE

**ON TIME EMBROIDERY, INC. d/b/a
UNIQUE APPAREL**



Title

Title

Date: _____

Date: 3/10/20