

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL WORKSHOP
MARCH 11, 2008 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Heritage Festival Agreement – Generator Contract	✓ Resolution Ordinance Motion Discussion Only	Mary Scalzetti Director Community Events

SYNOPSIS

A resolution has been prepared to authorize the execution of a contract with Gen Power, Inc. of Carol Stream, Illinois, for the rental of generators and additional supplies to provide electrical power to the vendors and several service providers at Heritage Festival in the amount of \$15,262.

STRATEGIC PLAN ALIGNMENT

Downers Grove Vision 2022 identified the principles of an *Authentic Downtown and Hometown Feeling* with the supporting means of: *Vibrant Community Focal Point for Bringing Residents and Guests together; Exciting Destination for Eating Arts and Entertainment Both Indoor and outdoor and Strong Community Events Bringing Residents and Generations Together.*

FISCAL IMPACT

The FY08 Heritage Festival budget has earmarked \$15,500 for generator rental.

RECOMMENDATION

Approval on the March 18, 2008, consent agenda.

BACKGROUND

Through a Request for Proposals sent out in 2006, Gen Power, Inc. was the selected vendor and given two one-year options for renewal as a part of the contract. Under the 2006 RFP process, this is the second of two possible renewals to the contract. Gen Power has opted to increase its price by two percent to cover the increased cost of fuel. Pricing in 2007 was \$14,957 and for 2008 will be \$15,262.

At its February 28, 2008, meeting, the Community Events Commission unanimously recommended extending the 2006 agreement with Gen Power Inc., as the generator rental vendor for the 2008 festival.

ATTACHMENTS

Resolution
Agreement

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING EXECUTION OF AN EXTENSION TO THE CONTRACT
BETWEEN THE VILLAGE OF DOWNERS GROVE AND
GEN POWER, INCORPORATED**

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 Agreement (the “Agreement”), between the Village of Downers Grove (the “Village”) and Gen Power, Incorporated (“Gen Power”), extending an agreement for generators for the 2008 Heritage Festival, 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 Mayor 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

**AN EXTENSION TO THE CONTRACT BETWEEN THE VILLAGE OF
DOWNERS GROVE AND GEN POWER, INCORPORATED**

The Village of Downers Grove, Illinois (the "Village") and Gen Power, Incorporated ("Gen Power") entered into a Request For Proposal ("RFP") agreement for generators for Heritage Festival on or about March 8, 2006. Pursuant to the terms stated therein, the parties desire to extend that contract for the 2008 Heritage Festival to be held June 26-29, 2008 under the following terms:

1. All prior terms from the 2006 RFP Agreement remain in full force and effect, except as specified below.
 - a. The equipment shall be set up according to a schedule which will be documented after a joint meeting between the parties on or before Thursday, May 15, 2008.
 - b. The Village shall pay to Gen Power the sum of \$15,262.00, an increase of 2% over the 2006 agreement, for rental of the equipment including labor to connect equipment.
 - c. Should additional equipment be needed for enhancing the event, Gen Power agrees to charge the same unit price per piece of equipment.
 - d. The rental payment shall be due upon receipt of final invoice after the event. The final check shall be mailed by approximately July 17, 2008, if invoice is received prior to July 3, 2008.
 - e. Removal of the equipment shall not begin before 10:30 p.m. on June 29, 2008 and must be completed by 4:00 a.m. on June 30, 2008.
 - f. Per the Village purchasing policy, this is the last option to extend for the 2008 Heritage Festival.

Village of Downers Grove

Gen Power Incorporated

Signature – Ronald L. Sandack

Signature – Scott D. Harbaugh

Title – Mayor

Title – Branch Manager

Attest: _____
April Holden, Village Clerk

Attest: _____
Corporate Secretary

Date: _____

Date: _____