

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL WORKSHOP
JANUARY 13, 2009 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Heritage Festival Agreement – Parking Garage Assistants	✓ Resolution Ordinance Motion Discussion Only	Mary Scalzetti, Director Community Events

SYNOPSIS

A resolution has been prepared approving an agreement with the J. Kyle Braid Leadership Program to serve as Parking Garage Assistants for the 2009 Heritage Festival.

STRATEGIC PLAN ALIGNMENT

The Village Mission Statement identified *Partner with Others* and states that this means *Working with Community Organizations and Institutions to Achieve Vision, Goals and Mission*. Our Village Goals 2013 identifies an *Authentic downtown – The Heart of Our Community* with the objective of *more people attracted to Downtown: destination for residents and non-residents*.

FISCAL IMPACT

The FY 2009 General Fund Budget includes funds for the Heritage Festival Street Fair with \$455,150 in projected expenses (HF \$422,150; July 4th \$33,000) and \$444,150 projected in revenues (HF \$435,650; July 4th \$8,500).

RECOMMENDATION

Approval on the January 20, 2009 Consent Agenda.

BACKGROUND

A Request for Proposal was sent out in November of 2008, for a Parking Garage Vendor at the 2009 Heritage Festival. One proposal was received. The Community Events Commission at their meeting on December 18, 2009 unanimously recommended utilizing the J. Kyle Braid Leadership Program as the Parking Garage Assistant vendor for the 2009 Heritage Festival.

The J. Kyle Braid Youth Group has agreed to all Specifications within the agreement including the following:

1. Revenue sharing between the Village and J. Kyle Braid Leadership Program of 60% (Village) and 40% (J. Kyle Braid).
2. A parking fee of \$3.00 will be charged on Friday, June 26, 2009.
3. A parking fee of \$5.00 will be charged on Saturday, June 27, 2009 and on Sunday, June 28, 2009.

ATTACHMENTS

Resolution

Bid Contract Form

Campaign Disclosure Form

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING EXECUTION OF AN
AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE
AND J. KYLE BRAID LEADERSHIP PROGRAM**

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 “Lessee”) and the J. Kyle Braid Leadership Program (the “Leadership Program”), to serve as Parking Garage assistants for the 2009 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 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

IV. PROPOSAL/CONTRACT FORM

*****THIS PROPOSAL, WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE VILLAGE OF DOWNERS GROVE, SHALL BECOME A CONTRACT BINDING UPON BOTH PARTIES.**

Entire Block Must Be Completed When A Submitted Bid Is To Be Considered For Award

PROPOSER:

J. Kyle Braid Leadership Program

Company Name

Date: 12-01-08

1436 Norfolk Street

Street Address of Company

tcassens@csd99.org

Email Address

Downers Grove, IL 60516

City, State, Zip

Todd Cassens

Contact Name (Print)

630-795-8517

Business Phone

630-461-7239 cell

24-Hour Telephone

630-795-7193

Fax

Todd Cassens

Signature of Officer, Partner or Sole Proprietor

Todd Cassens, Athletic Director

Print Name & Title

ATTEST: If a Corporation

Signature of Corporation Secretary

VILLAGE OF DOWNERS GROVE:

Authorized Signature

ATTEST:

Title

Signature of Village Clerk

Date

Date

In compliance with the specifications, the above-signed offers and agrees, if this Proposal is accepted within 90 calendar days from the date of opening, to furnish any or all of the services upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.

Campaign Disclosure Certificate

Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village of Downers Grove shall be required to submit with its bid submission, an executed Campaign Disclosure Certificate, attached hereto.

The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

By signing the bid documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

Under penalty of perjury, I declare:

Bidder/vendor has not contributed to any elected Village position within the last five (5) years.

Todd Cassens
Signature

Todd Cassens
Print Name

Bidder/vendor has contributed a campaign contribution to a current member of the Village Council within the last five (5) years.

Print the following information:

Name of Contributor: _____
(company or individual)

To whom contribution was made: _____

Year contribution made: _____ Amount: \$ _____

Signature

Print Name