

**VILLAGE OF DOWNERS GROVE**  
**REPORT FOR THE VILLAGE COUNCIL WORKSHOP**  
**SEPTEMBER 8, 2009 AGENDA**

<b>SUBJECT:</b>	<b>TYPE:</b>	<b>SUBMITTED BY:</b>
Bid: Supply of Public Works Uniforms & Outerwear	✓ Resolution Ordinance Motion Discussion Only	Naneil R. Newlon, P.E. Director of Public Works

**SYNOPSIS**

A motion is requested to approve a contract with G&K Services of Minnetonka, Minnesota for the supply of public works uniforms and outerwear for in the amount of \$18,983.25.

**STRATEGIC PLAN ALIGNMENT**

The Five Year Plan and Goals for 2008-2013 identified *Exceptional Municipal Organization* and the supporting objective of *Top Quality Core Services Responsive to Current and Future Community and Citizen Needs*.

**FISCAL IMPACT**

The FY09 budget includes a combined total of \$30,600 in the General Fund, Water Fund and Fleet Services Funds for the purchase of Public Works employee uniforms and outerwear.

**RECOMMENDATION**

Approval on the September 15, 2009, consent agenda.

**BACKGROUND**

Personnel in the Public Works Department are allowed a fixed dollar amount annually for the purchase of uniforms and outerwear. To obtain competitive pricing, a consistent appearance standard and the accommodation of some personal preferences, competitive bids are obtained for selected uniforms and outerwear. Employees then order what they need from among the uniform bid items as long as they stay within their allowance for the year.

Pricing for the supply of Public Works uniforms and outerwear was obtained through the competitive bidding process in accordance with the Village's Purchasing Policy. Six companies placed a bid on the uniform products with results summarized below.

<b>Vendor</b>	<b>Bid Price</b>
G&K Services, Minnetonka, Minnesota	\$18,983.25
North Shore Uniform Service, Skokie, Illinois	\$19,052.35
Michael's Uniform Company, Elmwood Park, Illinois	\$19,418.00
Kale Uniforms, Chicago, Illinois	\$21,151.30
Universal Midwest, Inc., St. Louis, Missouri	\$23,266.91
Red Wing Shoe Store, Downers Grove, Illinois	\$31,772.60

After reviewing all six bids, the lowest bid meeting specifications was submitted by G&K Services. Although the Village has not used G&K Services previously, several positive municipal references were supplied from local communities such as the Villages of Addison, Hinsdale, Buffalo Grove and Barrington.

**ATTACHMENTS**

Contract form  
Campaign disclosure certificate

**IV. BID/CONTRACT FORM**

**\*\*\*THIS BID 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**

**BIDDER:**

G+K Services Date: 8-14-09  
 Company Name  
5995 OPUS PARKWAY Email Address: GCreneau@GKservices.com  
 Street Address of Company  
Minnetonka, MN 55343 Contact Name (Print): GARY CRENEAU  
 City, State, Zip  
952-912-5500 24-Hour Telephone: 708-496-1600  
 Business Phone  
952-912-5999 Signature of Officer, Partner or  
 Fax Sole Proprietor: [Signature]  
 ATTEST: If a Corporation Print Name & Title: GARY CRENEAU, ASIM  
[Signature] Signature of Corporation Secretary

**VILLAGE OF DOWNERS GROVE:**

\_\_\_\_\_  
 Authorized Signature

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Date

ATTEST:

\_\_\_\_\_  
 Signature of Village Clerk

\_\_\_\_\_  
 Date

In compliance with the specifications, the above-signed offers and agrees, if this Bid 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.

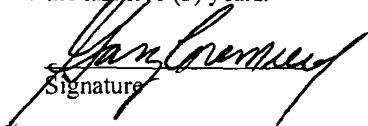
The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

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.

  
Signature

  
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