

VILLAGE OF DOWNERS GROVE
Report for the Village Council Meeting
12/19/2023

SUBJECT:	SUBMITTED BY:
Contract Amendment – Vehicle Upfitting Services	David Moody Director of Public Works

SYNOPSIS

A resolution has been prepared, authorizing an amendment to the contract for vehicle upfitting services for Village vehicles with ABC Automotive Electronics, of Forest Park, IL, in the amount of \$182,311.86 (which includes a 5% contingency), increasing the total contract amount from \$55,921.00 to \$238,232.86.

STRATEGIC PLAN ALIGNMENT

The goals for 2023-2025 include *Exceptional Municipal Services* and *A Safe Community*.

FISCAL IMPACT

The FY23 budget includes \$2,678,027 in the Equipment Replacement Fund for new vehicles, which includes the upfitting of vehicles ordered in both 2022 and 2023, and expected for delivery in 2023.

RECOMMENDATION

Approval on the December 19, 2023 Consent Agenda.

BACKGROUND

Each year the Village’s Fleet Team evaluates the need to replace Village vehicles. Once new vehicles are purchased many of those vehicles require upfitting services to install additional equipment necessary for the vehicle’s intended purpose.

In January 2023 the Village issued a Request for Proposals (RFP) for vehicle upfitting services, and in March 2023, a contract was awarded to Ultra Strobe Communications, Inc. Ultra Strobe Communications failed to perform pursuant to the agreement, so in August 2023 staff began to explore alternative vendors for vehicle upfitting services. The vehicle purchasing environment has been improving, and as a result, the demand for vehicle upfitting services has greatly increased this year. Therefore, vehicle upfitting service providers are experiencing lead times in excess of six months.

Staff was able to identify only one vendor, ABC Automotive Electronics, which was able to begin upfitting services for the Village immediately. ABC Automotive Electronics was recommended by both the Town of Cicero Police Department and the Village of La Grange Park Police Department. In addition, three vehicles were sent to ABC Automotive for upfitting as a trial run, and all three vehicles returned with high quality work performed by the vendor.

The Village entered into a contract with ABC Automotive Electronics for vehicle upfitting services on October 24, 2023. Due to the delay in upfitting vehicles with Ultra Strobe, the lead time required by other vendors and the Village's need to get new vehicles in service quickly, staff is requesting the contract be amended to provide a not-to-exceed amount of \$238,232.86 for the upfitting of nine (9) additional police vehicles and waiving the purchasing procedures outlined in the Village Council Policy regarding Purchasing Procedures.

ATTACHMENTS

Resolution
Agreement

VILLAGE OF DOWNERS GROVE
COUNCIL ACTION SUMMARY

INITIATED: Public Works DATE: December 19, 2023
(Name)

RECOMMENDATION FROM: _____ FILE REF: _____
(Board or Department)

NATURE OF ACTION:

- Ordinance
- Resolution
- Motion
- Other

STEPS NEEDED TO IMPLEMENT ACTION:

Motion to Adopt "A RESOLUTION AUTHORIZING EXECUTION OF AN AMENDMENT TO A CONTRACT BETWEEN THE VILLAGE OF DOWNERS GROVE AND ABC AUTOMOTIVE ELECTRONICS", as presented.



SUMMARY OF ITEM:

Adoption of this Resolution shall authorize the execution of an amendment to the contract for vehicle upfitting services and increase the contract amount by an additional \$173,630.34 plus a 5% contingency in the amount of \$8,681.52 for a total not-to-exceed amount of an additional \$182,311.86, and the waiver of the purchasing procedures outlined in the Village Council Policy regarding Village Purchasing Procedures.

RECORD OF ACTION TAKEN:

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING EXECUTION OF AN AMENDMENT TO
A CONTRACT BETWEEN THE VILLAGE OF DOWNERS GROVE
AND ABC AUTOMOTIVE ELECTRONICS**

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 Amendment (the "Agreement"), between the Village of Downers Grove (the "Village") and ABC Automotive ("Contractor"), for vehicle upfitting services, 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 Village Council finds it is in the best interests of the Village to waive the purchasing procedures outlined in the Council Policy regarding Purchasing Procedures for the upfitting services in relation to these vehicles; and therefore, does hereby waive any applicable procedures imposed by State statute or Downers Grove ordinances or policies

4. 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.

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

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

Mayor

Passed:
Attest: _____
Village Clerk

**AMENDMENT TO THE AGREEMENT BETWEEN
THE VILLAGE OF DOWNERS GROVE AND
ABC AUTOMOTIVE ELECTRONICS, INC.**


The Village of Downers Grove, Illinois and ABC Automotive Electronics entered into a contract for vehicle upfitting services on or about October 24, 2023 (the "Agreement"). The parties desire to amend the Agreement by increasing the scope of work thereof to add upfitting services to an additional nine (9) vehicles and increase the price set forth in the Agreement by an additional \$173,630.34.

1. The parties hereby agree to amend the Agreement by increasing the scope of work to add an additional nine (9) vehicles and increase the price set forth in the Agreement by an additional \$173,630.34, for a total not to exceed price of \$229,551.34.
2. The increase to the scope of work of the Agreement contemplated by this amendment, and the costs therefore, shall be set forth in documents submitted to and approved by the Village of Downers Grove ("Quotes").
3. All other terms from the Agreement remain in full force and effect.

VILLAGE OF DOWNERS GROVE

ABC AUTOMOTIVE ELECTRONICS

David Fieldman, Village Manager


Signature

Title: General Manager

Attest:

Village Clerk

Date: 12/14/23

Date: _____