

**VILLAGE OF DOWNERS GROVE**  
**Report for the Village Council Meeting**  
**11/19/2024**

<b>SUBJECT:</b>	<b>SUBMITTED BY:</b>
Relocation Services Contract Second Amendment	Mike Baker Deputy Village Manager

**SYNOPSIS**

A resolution has been prepared to approve a second amendment to the contract with Armstrong Relocation for moving and decommissioning services to add additional work related to the Civic Center Project in the amount \$15,210.97, resulting in a revised not-to-exceed cost of \$99,090.97.

**STRATEGIC PLAN ALIGNMENT**

The goals for 2023-2025 include *Exceptional Municipal Services* and *Top Quality Infrastructure*.

**FISCAL IMPACT**

The project budget for the Civic Center Project includes funding for decommissioning and moving services.

**RECOMMENDATION**

Approval on the November 19, 2024 Consent Agenda.

**BACKGROUND**

Following a competitive Request for Proposal (RFP) process, the Village contracted with Armstrong Relocation for moving and decommissioning services related to the Civic Center Project. During the course of the moving and decommissioning process, additional costs were incurred beyond the previous not to exceed amount of \$83,880.00. The increased costs related to additional moving and decommissioning scope beyond what was originally anticipated, as well as additional equipment rental fees due to construction delays that impacted the moving and decommissioning schedule. Overall staff was satisfied with Armstrong's performance during the course of the move and decommissioning process. The overall project remains on budget.

**ATTACHMENTS**

Resolution  
Agreement

## RESOLUTION NO. \_\_\_\_

**A RESOLUTION AUTHORIZING EXECUTION OF A SECOND  
AMENDMENT TO THE AGREEMENT  
BETWEEN THE VILLAGE OF DOWNERS GROVE AND  
ARMSTRONG RELOCATION COMPANY, ILLINOIS, LLC**

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 Armstrong Relocation Company, Illinois, LLC (the "Contractor"), for decommissioning of the Village Hall and Police Department, as set forth in the form of the Agreement submitted to this meeting with the recommendation of the Village Manager, is hereby approved, for a revised not-to-exceed amount of \$99,090.97.

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 AMENDMENT TO THE AGREEMENT BETWEEN  
ARMSTRONG RELOCATION COMPANY, ILLINOIS, LLC  
AND THE VILLAGE OF DOWNERS GROVE**

The Village of Downers Grove, Illinois (“Village”) and Armstrong Relocation Company, Illinois, LLC (“Contractor”) entered into an agreement for the decommissioning of the current Village Hall and Police Station on or about November 3, 2023 (the “Agreement”). The parties desire to amend the Agreement in accordance with the following terms:

1. The new, not-to-exceed amount of the Agreement shall be increased to \$99,090.97.
2. All other terms from the Agreement remain in full force and effect.

**VILLAGE OF DOWNERS GROVE**

**ARMSTRONG RELOCATION  
COMPANY, ILLINOIS, LLC**

\_\_\_\_\_

\_\_\_\_\_

Village Manager \_\_\_\_\_

*EVP Business Development*

Title \_\_\_\_\_

Title \_\_\_\_\_

Date: \_\_\_\_\_

Date: 11/11/24