

VILLAGE OF DOWNERS GROVE
Report for the Village

SUBJECT:	SUBMITTED BY:
4/15/2025	
Crossing Guard Services with Andy Frain Services, Inc.	Michael DeVries Chief of Police

SYNOPSIS

A resolution has been prepared authorizing the execution an extension to the contract with Andy Frain Services, Inc. to provide school crossing guard services in the amount of \$516,628. The first extension would run from July 1, 2025 to June 30, 2026. The second extension would begin on July 1, 2026 and end on June 30, 2027.

STRATEGIC PLAN ALIGNMENT

The goals for 2023-2025 include *Exceptional Municipal Services*.

FISCAL IMPACT

The total cost of the two, one-year extensions is \$516,628. The cost for year one of the extension is \$258,313.98. The proposed FY25 budget provides sufficient funds in the General Fund for the first one-year extension to the agreement. The second one-year extension will be budgeted accordingly.

RECOMMENDATION

Approval on the April 15, 2025 consent agenda.

BACKGROUND

The police department is responsible for staffing 19 school crossing locations within the Village. Prior to Andy Frain Services, the Village had to employ 12 part-time crossing guards. The Village experienced a significant shortage of crossing guards, and staff time to administer the program and cover vacant crossings increased significantly.

Pursuant to the agreement, Andy Frain Services will administer all aspects of the crossing guard function. Andy Frain will recruit and hire sufficient staffing to ensure adequate coverage of all designated Downers Grove school crossings. They will provide substitute guards to minimize the allocation of Village personnel to cover unanticipated vacancies. The agreement authorizes two, one-year extensions. By authorizing the execution of both extensions at simultaneously, the Village receives the benefit of price security for the second extension.

The Village has been using Andy Frain Services, Inc. for school crossing locations for the prior three years and is satisfied with the service provided.

ATTACHMENTS

Resolution
Agreement

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING EXECUTION OF AN EXTENSION TO THE
AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE
ANDY FRAIN SERVICES, INC.**

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 Andy Frain Services, Inc. (the "Provider"), for school crossing guard 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 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

**EXTENSION TO THE AGREEMENT BETWEEN
THE VILLAGE OF DOWNERS GROVE AND
ANDY FRAIN SERVICES, INC.**

The Village of Downers Grove, Illinois and Andy Frain Services, Inc. (“Provider”) entered into an agreement for school crossing guard services (the “Services”) on or about June 21, 2022 (the “Agreement”). Pursuant to the terms stated therein, the parties desire to extend the Agreement under the following terms:

1. The Agreement shall be extended for a one year period beginning July 1, 2025 and ending June 30, 2026 (“First Extension Period”). At the conclusion of the First Extension Period, the Agreement shall be automatically be extended for a second, one year period beginning July 1, 2026 and ending June 30, 2027 (“Second Extension Period”). Notwithstanding the foregoing, the Agreement may be terminated in accordance with the terms of the Agreement.
2. The Provider agrees to provide the Services during the First Extension Period for an amount not to exceed \$258,313.98. The Provider agrees to provide the Services during the Second Extension Period for an amount not to exceed \$258,313.98.
3. All other terms from the Agreement shall remain in full force and effect.

VILLAGE OF DOWNERS GROVE

ANDY FRAIN SERVICES, INC.

David Fieldman, Village Manager

Signed by:


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Title: Executive VP

Date: _____

Date: 3/6/2025