



# Naperville

## CITY COUNCIL AGENDA ITEM

**SUBJECT:** Recommend the Award of Option Year One Extension to Contract 14-163, Public Safety Uniforms and Equipment

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**TYPE OF VOTE:** Simple Majority

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**ACTION REQUESTED:**

1. Approve the Award of Option Year One to Contract 14-163, Public Safety Uniforms and Equipment, for the Fire Department to Fireground Supply for Group 1: Work Uniforms, for an amount not to exceed \$26,000 and Group 2: Dress Uniforms and Equipment, for an amount not to exceed \$19,000.
  2. Approve the Award of Option Year One to Contract 14-163, Public Safety Uniforms and Equipment, for the Police Department to Ray O’Herron Co. Inc., for an amount not to exceed \$124,160.
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**BOARD/COMMISSION REVIEW:**

N/A

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**COUNCIL ACTION PREVIOUSLY TAKEN:**

Date	Item No.	Action
12/1/15	I8	Change Order #1
5/6/14	I6	Original Award

**DEPARTMENT:** Fire Department  
Police Department  
Finance Department

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**SUBMITTED BY:** Mark Puknaitis, Fire Chief  
Robert Marshall, Police Chief  
Rachel Mayer, Finance Director

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**BACKGROUND:**

The Fire Department purchases uniforms for all sworn shift personnel, as well as for members of the Fire Prevention Bureau. The uniform items for shift personnel are established in the

14-163, Public Safety Uniforms Ext.  
 April 19, 2016  
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collective bargaining agreement. Fire Department uniforms meet the National Fire Protection Association Standard #1975: ‘Standard on Station/Work Uniforms for Firefighters’. A complete set of uniforms is issued to each new Fire Department employee, but individual items are replaced based on need and condition of the clothing as budgeted amounts allow. Per the collective bargaining agreement, items submitted for replacement may be appropriately repaired rather than replaced if it is reasonable to repair the item. Employees are responsible for the cleanliness and appearance of their uniforms.

The original award for the Fire Department included two groups. Group 1: Work Uniforms and Group 2: Dress Uniforms and Equipment. The award for Group 1 was to Fireground Supply and Group 2 was to Kale Uniforms. On June 17, 2015 Kale Uniforms notified the city of their immediate closing. Fireground Supply, who was willing, assumed the balance of the uniform contract.

The Naperville Police Department provides uniforms for the Chief of Police, deputy chiefs, commanders, sergeants, police officers and certain civilian personnel. There are a total of 168 sworn and 72 civilian personnel covered under this contract. Uniforms, equipment and footwear are supplied to new hires as well as approved replacements for current staff. The Naperville Police Department’s uniform dress code is standard. Articles requested are first quality articles as to construction, workmanship and appearance.

**DISCUSSION:**

Staff was able to negotiate a zero percent increase from Fireground Supply and Ray O’Herron Co. The term of the contracts will be May 1, 2016 through April 30, 2017 with one additional extension year available.

**FISCAL IMPACT:**

CIP #: N/A

Public Safety uniforms are expensed to the Operating Supplies line in the Police and Fire budgets. A total of \$206,660 was budgeted between the three accounts listed below for public safety uniforms, and the contract awards are within the budget limits for the CY2016 projections.

Account Number	Fund Description	Total Budget Amount
010-2120-421.60-63	Police	\$252,458
010-2170-425.60-63	Police-Communications	\$24,267
010-2220-422.60-63	Fire	\$618,882

**RECOMMENDATION:**

1. Approve the Award of Option Year One Extension to Contract 14-163, Public Safety Uniforms and Equipment, for the Fire Department, to Fireground Supply for Group 1: Work Uniforms, for an amount not to exceed \$26,000 and Group 2: Dress Uniforms and Equipment, for an amount not to exceed \$19,000.
2. Approve the Award of Option Year One Extension to Contract 14-163, Public Safety Uniforms and Equipment, for the Police Department, to Ray O’Herron Co. Inc., for an amount not to exceed \$124,160.

*14-163, Public Safety Uniforms Ext.  
April 19, 2016  
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**ATTACHMENTS:**

1. Prior Actions



# Naperville

## CITY COUNCIL AGENDA ITEM

**SUBJECT:** Recommend Change Order #1 to Contract 14-163, Public Safety Uniforms and Equipment

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**TYPE OF VOTE:** Simple Majority

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**ACTION REQUESTED:**

Approve the Award of Change Order #1 to Contract 14-163, Public Safety Uniforms and Equipment to Ray O' Herron, for an amount not to exceed \$35,000 and a total award not to exceed \$187,600 for the two year contract term.

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**BOARD/COMMISSION REVIEW:**

N/A

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**COUNCIL ACTION PREVIOUSLY TAKEN:**

Date	Item No.	Action
5/6/14	I 6	Original Award

**DEPARTMENT:** Police Department  
Finance Department

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**SUBMITTED BY:** Robert Marshall, Chief of Police  
Rachel Mayer, Finance Director

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**FISCAL IMPACT:**

CIP #: N/A

Account Number	Fund Description	Total Budget Amount	Available Funds
010-2120-421.60-63	General - Police	\$247,458	\$247,458

\*This item is budgeted in CY2016. This account includes multiple projects and line items; \$76,300 is budgeted for this line item.

14-163, CO#1 Uniforms  
December 1, 2015  
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**BACKGROUND:**

On May 6, 2014, the City Council approved Bid 14-163, Public Safety Uniforms and Equipment for the Police Department to Ray O'Herron for a two-year contract beginning on May 1, 2014. The Naperville Police Department provides uniforms for the Chief of Police, deputy chiefs, commanders, sergeants, police officers and certain civilian personnel. There are a total of 168 sworn and 72 civilian personnel covered under this contract. Uniforms, equipment and footwear are supplied to new hires as well as approved replacements for current staff. The Naperville Police Department's uniform dress code is standard.

**DISCUSSION:**

Due to the increased number of retirements during this contract period, the Police Department hired more new employees than was included in the original estimate. This change order reflects the additional costs required in order to provide uniforms for our current staff and any new hires through the contract expiration date of April 30, 2016.

**RECOMMENDATION:**

Approve the Award of Change Order #1 to Contract 14-163, Public Safety Uniforms and Equipment to Ray O'Herron, for an amount not to exceed \$35,000 and a total award not to exceed \$187,600 for the two year contract term.

**ATTACHMENTS:**

1. Original Award

PRIOR ACTION



# Naperville

## CITY COUNCIL AGENDA ITEM

**SUBJECT:** Recommend the Award of Bid 14-163, Public Safety Uniforms and Equipment

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**TYPE OF VOTE:** Simple Majority

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**ACTION REQUESTED:**

1. Approve the Award of Bid 14-163, Public Safety Uniforms and Equipment for the Fire Department to Fireground Supply for Group 1: Work Uniforms, for an amount not to exceed \$103,000 and to Kale Uniform Group for Group 2: Dress Uniforms and Equipment, for an amount not to exceed \$66,000 for a two year term.
  2. Approve the Award of Bid 14-163, Public Safety Uniforms and Equipment for the Police Department to Ray O'Herron Co. Inc. for an amount not to exceed \$152,600 for a two year term.
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**BOARD/COMMISSION REVIEW:**

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**COUNCIL ACTION PREVIOUSLY TAKEN:**

Date	Item No.	Action

**DEPARTMENT:** Police Department  
 Fire Department  
 Procurement Services Team

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**SUBMITTED BY:** Michael E. Bevis, Chief Procurement Officer

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**FISCAL IMPACT:**

Police Department:  
 Budgeted Account: 010-2120-421.60-63  
 Budgeted Amount: \$76,300 (FY15)  
 Staff will budget accordingly for FY16.  
 Fire Department:

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Bid 14-163 Public Safety Uniforms and Equipment

May 6, 2014

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Budgeted Account: 010-2220-422.60-63

Budgeted Amount: \$81,417 (FY15)

Staff will budget accordingly for FY16.

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**BACKGROUND:**

The Fire Department purchases uniforms for all sworn shift personnel, as well as for members of the Fire Prevention Bureau and volunteers from Naperville Emergency Management Agency. The uniform items for shift personnel are established in the collective bargaining agreement. Fire Department uniforms meet the National Fire Protection Association Standard #1975: ‘Standard on Station/Work Uniforms for Firefighters’. A complete set of uniforms is issued to each new Fire Department employee, but individual items are replaced based on need and condition of the clothing as budgeted amounts allow. Per the collective bargaining agreement, items submitted for replacement may be appropriately repaired rather than replaced if it is reasonable to repair the item. Employees are responsible for the cleanliness and appearance of their uniforms.

The Naperville Police Department provides uniforms for the Chief of Police, deputy chiefs, commanders, sergeants, police officers and certain civilian personnel. There are a total of 168 sworn and 72 civilian personnel to be covered under this two-year contract. Uniforms, equipment and footwear are supplied to new hires as well as approved replacements for current staff. The Naperville Police Department’s uniform dress code is standard. Articles requested are first quality articles as to construction, workmanship and appearance.

**DISCUSSION:**

**NOTIFICATION AND RESPONSE:**

Notices Sent:	345
Planholders:	22
Bids Received:	5

Staff combined both specifications for Fire and Police to widen the competition.

This procurement was written to be a cooperative purchase agreement, to be called *Illinois Municipal Public Safety Uniform and Equipment Cooperative*, that will be available to other units of local government, Fire Districts and Police Departments pursuant to 30 ILCS 525, the Government Joint Purchasing Act.

Bid 14-163 Public Safety Uniforms and Equipment

May 6, 2014

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The following firms submitted bids for the Fire Department:

FIRM	GROUP 1/ONE YEAR	GROUP 2/ONE YEAR	GROUP 2/ONE YEAR *ADJUSTED BID
<b>Kale Uniform</b>	\$61,416.25	<b>\$36,942.95</b>	<b>\$27,430.60</b>
<b>Fireground Supply</b>	<b>\$57,351.25</b>	\$28,451.25	\$28,451.25
Ray O'Herron	\$59,575.00	\$35,235.00	\$28,596.75
JCM Uniforms	\$69,510.50	\$42,544.86	\$32,082.92
Essential Equipment	\$59,275.00	No Bid	No Bid

\*Kale Uniform bid on all line items in Group 2. The other firms did not bid on all line items for that Group. To equalize the bids and establish the low bidder, all bids were adjusted by removing the lines not bid from their total.

Group 1: Work Uniforms

Group 2: Dress Uniforms and Equipment

The award amount differs from the bid amount because this is based on the budgeted amount. Estimated quantities were used based on previous purchasing history and were for determining low bid only.

The following firms submitted bids for the Police Department:

FIRM	TWO YEAR BID AMOUNT	TWO YEAR ADJUSTED BID* AMOUNT
<b>Ray O'Herron Co. Inc.</b>	\$266,864.50	<b>\$266,864.50</b>
Kale Uniforms	\$278,026.95	\$274,377.95
JCM Uniforms	\$293,133.80	\$289,735.50

\*Ray O'Herron Co. Inc. did not bid on Section 3 #6 and #7 and Section 4 #6 and #13. Kale Uniforms did not bid on Section 4 #13. JCM Uniforms did not bid on Section 3 #7 and Section 4 #13. All three firms did not bid on Section 7. In order to equalize the bids and establish the low bidder, the bids were adjusted by removing the line items not bid from their total. The bid amount for Ray O'Herron Co. Inc. remained the same as submitted.

The award amount differs from the bid amount because this is based on the budgeted amount. Bid quantities used were estimates based on previous purchasing history and were for determining low bid only.

These contracts for Fire and Police uniforms and equipment cover the period May 1, 2014 through April 30, 2016 with an option to extend for two additional one year extensions, based on satisfactory vendor performance.

**RECOMMENDATION:**



*Bid 14-163 Public Safety Uniforms and Equipment*

*May 6, 2014*

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1. Approve the Award of Bid 14-163, Public Safety Uniforms and Equipment for the Fire Department to Fireground Supply for Group 1: Work Uniforms, for an amount not to exceed \$103,000 and to Kale Uniform Group for Group 2: Dress Uniforms and Equipment, for an amount not to exceed \$66,000 for a two year term.
2. Approve the Award of Bid 14-163, Public Safety Uniforms and Equipment for the Police Department to Ray O'Herron Co. Inc. for an amount not to exceed \$152,600 for a two year term.

**ATTACHMENTS:**

N/A

PRIOR ACTION