



## Legislation Text

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**File #:** 17-0393, **Version:** 1

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### **PROPOSED CONTRACT**

**Department(s):** Office of the General Superintendent

**Vendor:** Silk Screen Express, Inc., Tinley Park, Illinois

**Request:** Authorization for the Forest Preserve District of Cook County to enter into and execute

**Good(s) or Service(s):** Apparel with logo

**Contract Value:** Not to exceed \$25,000.00 per year, or \$125,000.00 over the five (5) year contract term

**Contract period:** Date of execution - 12/31/2022

**Estimated Fiscal Impact:** FY 2018 \$25,000.00, FY 2019 \$25,000.00, FY 2020 \$25,000.00, FY 2021 \$25,000.00, FY 2022 \$25,000.00

**Accounts:** 51001-53010

**Contract Number(s):** 17-31-110R

#### **Concurrences:**

The Chief Financial Officer and Chief Attorney have approved this item.

**District(s):** Districtwide

**Summary:** Contract #17-31-110R consists of the manufacture and distribution of a variety of logoed, silkscreened and embroidered apparel for use by Forest Preserves of Cook County (the "Preserves") staff. The specifications also include the development and maintenance of an online store to monitor stock, facilitate departmental ordering, and allow for current employees to purchase additional apparel. This contract will be managed by the General Office, and utilized by all Forest Preserve departments to consolidate and centralize districtwide apparel purchasing.

The Preserves issued a Request for Proposals (RFP) for the aforementioned services. The Preserves' review panel determined the three (3) initial responses received to be economically disadvantageous and unresponsive to the contract specifications. As a result, the RFP was subsequently rebid in order to clarify the specifications and expand the list of qualified respondents. Silk Screen Express, Inc.'s proposal was determined to be responsible and responsive, with particular strengths in experience, proposed approach, and capacity to perform all aspects of the work. Silk Screen Express, Inc. was the sole respondent to the second bid posting.