



## Legislation Text

---

**File #:** 23-0275, **Version:** 1

---

### **PROPOSED CONTRACT AMENDMENT**

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

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

**Request:** Authorization for the Forest Preserves of Cook County (the "Forest Preserves") to extend and increase contract.

**Good(s) or Service(s):** Districtwide Apparel

**Original Contract Period:** 1/1/2018 - 12/31/2022; Administrative Extension 1/1/2023 - 5/31/2023

**Proposed Contract Period Extension:** 6/1/2023 - 12/31/2023

**Total Current Contract Amount Authority:** \$137,500.00

**Original Approval:** 11/14/2017, \$125,000.00

**Previous Increase(s):** Administrative increase 2/6/2023, \$12,500.00

**This Increase Requested:** \$25,000.00

**Estimated Fiscal Impact:** FY 2023, \$25,000.00

**Accounts:** Professional Service 51001.520840, 51001.530267, 51001.521314, 51001.520635, 51001.520350, 51001.530130, 51001.530267, 51001.530271, 51001.530189, and 51001.520835

**Contract Number(s):** #74000004276 issued under Project #17-31-110R

**Concurrences:** The Chief Financial Officer has approved this item. Final contract amendment is subject to legal review and approval.

Minority- and Women-Owned Business Enterprise goals are not applicable to the contract as the original contract value per year was equal to or less than \$25,000.00.

**District(s):** Districtwide

**Summary:** The current apparel agreement with Silk Screen Express, Inc consists of the manufacture and distribution of a variety of Forest Preserves logoed silkscreened and embroidered apparel for use by staff and will be ending 5/31/2023.

We respectfully request an increase of \$25,000.00 and extension through 12/31/2023, to allow staff to prepare an RFP to solicit proposers that can provide these types of products which is projected to be posted on our website this spring or summer and awarded this fall or winter, for a multiyear contract. The benefit of logoed apparel is to have our staff, particularly those in public facing roles, identified easily by wearing Forest Preserves logoed apparel. This contract is managed by the General Office and utilized by all Forest Preserves departments to consolidate and centralize districtwide apparel purchasing.