

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
 For Inclusion on Board Agenda

_____ Resolution or Ordinance (Blue) _____ *Waiver of First Requested*
 _____ Recommendations of Boards, Commissions & Committees (Green)
 X Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott Niehaus, Village Manager

DATE: January 9, 2024 (COW)(B of T)

TITLE: Motion to Waive Bids and Approve Purchasing Clothing and Uniform Items from The Locker Shop/UAS, a division of On Time Embroidery Inc., for the Fire Department in an amount not-to exceed \$62,550.00.

SUBMITTED BY: Rick Sander, Fire Chief

FISCAL IMPACT:
 Amount Not-to-Exceed: \$62,550.00

Account: 73120 - Uniforms	2024 Budget - BOT Approved	
101.230.110 - General Fund, Fire, Administration	\$	2,300.00
101.230.210 - General Fund, Fire, Fire Prevention	\$	3,100.00
101.230.215 - General Fund, Fire, Fire & Rescue Operations	\$	55,850.00
101.230.220 - General Fund, Fire, Fire & Rescue Training	\$	300.00
101.230.225 - General Fund, Fire, Fire Investigation Unit	\$	1,000.00
Account 73120 Totals:	\$	62,550.00

BACKGROUND/POLICY IMPLICATIONS:
 The Fire Department purchases clothing and uniforms from The Locker Shop/UAS, a division of On Time Embroidery Inc., and is satisfied with the service, pricing, and convenience. Locker Shop/UAS offers an online ordering platform that allows Fire Department employees to order approved items from an online catalog. This process streamlines all aspects of the uniform ordering process.

RECOMMENDATION:
 Staff recommends the Village Board approve the purchase of clothing and uniforms items from The Locker Shop/UAS, a division of On Time Embroidery Inc., in an amount not-to-exceed \$62,550.00. These funds are provided for in the FY 2024 Budget.

Review (as necessary):
 Village Attorney X _____ Date _____
 Finance Director X _____ Date _____
 Village Manager X AK _____ Date _____