



Chicago Park District

Legislation Text

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AUTHORIZATION TO ENTER INTO A CONTRACT WITH BRACKENBOX, INC., FOR THE SUPPLY AND DELIVERY OF BASEBALL INFIELD MATERIALS SPECIFICATION NO. P-16016

To: The Honorable Board of Commissioners of the Chicago Park District

It is recommended that an order be entered authorizing the General Superintendent or his designee to enter into a contract with Brackenbox, Inc. for the supply and delivery of baseball infield materials. This contractor was selected pursuant to a publicly advertised Invitation for Bids. No work may commence and no payment shall be made to contractor prior to the execution of a written agreement.

II. Award Information

Contractor: Brackenbox, Inc.
2300 W. 167th Street
Markham, Illinois 60428

Company Type: Illinois Corporation

Majority Interest: Kelly Bracken 100%

Contract Amount: Though actual quantities delivered will depend upon requirements, the contract amount for the initial two year term will not exceed \$187,000.00, or \$93,500.00 annually. Expenditures under each extension term will be authorized by the annual appropriation and subject to each year's budget.

Contract Period: Two (2) year initial contract term, with three (3) additional one (1) year extension options.

Scope of Services: To supply and deliver baseball infield materials to the Chicago Park District.

Affirmative Action Goals: The Minority and Women Owned Business Enterprise participation for this contract includes: 25% Minority owned, and 5% Women owned.

Authorization: Authorize the General Counsel to include other relevant terms and conditions in the written Agreement. Authorize the General Superintendent to execute the Agreement and the Secretary to attest as to the signing of the Agreement and keep an original copy of the Agreement on file.

III. Budget and Financial Information

Budget Classification: Operating
Fiscal Year: 2017
Source of Funds: 001.8450.8450.620035.01.01.01.00001

IV. Procurement Information

Specification Number: P-16016
Date Advertised: August 8, 2016

Date of Pre-Bid Meeting: DNA
Bids Due Date: September 7, 2016
Number of Bids Received: Two (2)
Bid Award Detail: Lowest responsible and responsive bidder

This contract was publicly advertised as an Invitation for Bids (“IFB”). Two (2) bids were received on the due date and time and were publicly opened and read aloud. The Department of Purchasing (“Purchasing”) reviewed the bids and found both to be responsive and compliant. The Department of Cultural and Natural Resources (“DCNR”) then reviewed the bids found the prices of the lowest bidder to be fair and reasonable. Further, Purchasing and DCNR reviewed the bid from the lowest bidder and determined that they are a responsible bidder. Accordingly, Brackenbox is the lowest responsible and responsive bidder.

V. Explanation

District-wide, the Chicago Park District (“Park District”) maintains and operates nearly 1,000 baseball, softball, little-league, and t-ball fields. In use for eight months of the year by both organized leagues and informal groups, the Park District ball fields represent a significant recreational resource for the public.

The successful management and maintenance of these facilities are critical components of the Park District’s stated mission as a provider of safe, inviting and well maintained recreational opportunities. The infields of these facilities require seasonal and ongoing grooming by Natural Resources field staff. It is the intent of this contract to provide the means by which to procure, on a timely basis and at competitive prices, baseball infield materials required for the upkeep of the infields of our parks.

VI. General Conditions

1. *Conflicts:* No agreement authorized herein shall be legally binding on the Chicago Park District if entered into in violation of the provisions of the Public Officer Prohibited Activities Act, 50 ILCS 105/0.01 *et seq.*
2. *Ethics:* The Chicago Park District’s Ethics Code, Chapter III of the Code of the Chicago Park District, shall be incorporated into and made part of all agreements authorized herein.
3. *Contingent Liability:* Any agreement lawfully entered into for a period of more than one year shall be executory only for the amounts for which the Park District may become liable in succeeding fiscal years pursuant to Section 17(i) of the Chicago Park District Act, 70 ILCS 1505/17(i). All agreements authorized herein shall contain a clause that any expenditure beyond the current fiscal year is subject to appropriation in the subsequent fiscal year budget.
4. *Economic Disclosure Statement (“EDS”):* Contractor has submitted a full and complete EDS prior to execution of the contract.