



Agenda Item Summary

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Submitted By

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Reviewed By

LKS

Agenda Item Title

A Resolution Approving an Independent Contractor Agreement with Forward Space, LLC, d/b/a/ Office Concepts, for the Purchase and Installation of Locker Room Materials for the Police Sergeants Locker Room in an Amount not to exceed \$ 13,422.24 and Authorizing its Execution

Overview

The approved 2017 CIP included \$100,000 in renovation for the Police Department. A portion of those funds were for remodeling the Sergeants Locker Room. The current lockers are not adequate to hold the each uniform and does not have any lockable storage. This project is for the purchase and installation of seventeen (17) lockers which will include lockable storage, a bench and a coat rack mounted to the wall.

Staff Recommendation

Approve the Resolution

Fiscal Impact

Funds are budgeted in the Building Improvement Fund account 3012-43790-101-540673. This project is budgeted in the 2017 CIP on page 84 of the 2017-2021 CIP adopted on October 17, 2016. This project is called, the Police Department Facilities Upgrades. The total budget for renovations was \$100,000. This portion of the project is \$13,422.24. The Public Works Department is not aware of any other funds spent to date in this account.

Background

As Public Works was making improvements to the Police facility last year, the Sergeants identified a need for a new locker room, replacement of old desks and chairs and new carpet. Furniture and carpet replacement was placed on hold pending the outcome of the Village Board's review of a new police facility, but the remodeling of the Sergeants locker room was approved given that the room is in need of larger lockers with locks to store their uniforms and other items required for the position. The patrol locker room was renovated by Public Works in 2016. If a new police facility is built, similar to the patrol officer's locker room renovation last year, the sergeants lockers are transportable.

Currently the lockers are 15" in width and can not hold a coat. The new lockers will be 24" in width and will hold a coat-rod. In addition, the lockers will have a shelf inside the lockers to provide locked storage for

individual items such as manuals instead of having them on the floor or on an open shelf above a coat rack in the locker room. A wall with hooks will also be installed for wet gear and a bench to sit on to put on shoes. Currently there is no bench and only a table in the middle of the room that has no practical use.

Public Works will also repaint the interior and reverse the door to open out for added room inside this small space. This locker room project was designed with input from the Sergeants and was also part of the discussion during recent labor negotiations in which we advised that the Village Board had passed the 2017 CIP on October 17, 2016 and had placed \$100,000 in the CIP for remodeling in the Police Department of which this would be a project.

Alternatives

The Village Board could direct staff to provide more information.

Previous Board Action

The Village Board approved the 2017 CIP on October 17, 2016.

Citizen Advisory Commission Action

N/A

Anticipated Future Actions/Commitments

The remodeling of the police department is on hold per the direction of the Village Board last month.

Intergovernmental Cooperation Opportunities

N/A

Performance Management (MAP) Alignment

N/A