



Procurement Review Comprehensive Checklist
 Procurement Services Division
 This form must accompany all Purchase Order Requisitions

SECTION 1: DESCRIPTION

<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#: JPS-P-0033-24	RFP, BID, QUOTE OR RENEWAL #: Master Contract #164720	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$165,000.00
COMMITTEE: JUDICIAL AND PUBLIC SAFETY	TARGET COMMITTEE DATE: 11/05/2024	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS: \$660,000.00
	CURRENT TERM TOTAL COST: \$165,000.00	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: SECOND RENEWAL
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Streicher's Inc	VENDOR #: 40928	DEPT: Sheriff's Office	DEPT CONTACT NAME: Dan Bilodeau
VENDOR CONTACT: Josh Marshall	VENDOR CONTACT PHONE: 262-781-2552	DEPT CONTACT PHONE #: 630-407-2402	DEPT CONTACT EMAIL: dan.bilodeau@dupagesheriff.org
VENDOR CONTACT EMAIL: joshm@streichers.com	VENDOR WEBSITE: streichers.com	DEPT REQ #:	
<i>Overview</i>			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Acquisition and replacement of ballistic and stab resistant armor. NASPO ValuePoint Cooperative Purchasing Program			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished Required to purchase armor for newly hired deputies and replace armor every 5 years (both ballistic and stab) for current deputies. This contract will also provide for combination stab/ballistic armor for corrections deputies so that multiple pieces of armor do not need to be purchased.			

SECTION 2: DECISION MEMO REQUIREMENTS

DECISION MEMO NOT REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required.
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.
COOPERATIVE (DPC2-352), GOVERNMENT JOINT PURCHASING ACT (30ILCS525) OR GSA SCHEDULE PRICING	

SECTION 3: DECISION MEMO

SOURCE SELECTION	Describe method used to select source. NASPO Contract pricing
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action). Safariland Hardwire body armor selective duty performance and weight considerations. Additionally Safariland offered a combo stab/ballistic that can be utilized for corrections deputies. Pricing was per NASPO Contract pricing

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION

JUSTIFICATION	Select an item from the following dropdown menu to justify why this is a sole source procurement.
NECESSITY AND UNIQUE FEATURES	Describe the product or services that are not available from other vendors. Explain necessary and unique features or services. Attach letters from manufacturer, letters from distributor, warranties, licenses, or patents as needed. Be specific.
MARKET TESTING	List and describe the last time the market has been tested on the applicability of the sole source. If it has not been tested over the last 12 months, explain why not.
AVAILABILITY	Describe steps taken to verify that these features are not available elsewhere. Included a detailed list of all products or services by brand/manufacturer examined and include names, phone numbers, and emails of people contacted.

SECTION 5: Purchase Requisition Information

<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Streicher's Inc.	Vendor#: 40928	Dept: Sheriff's Office	Division: Budget
Attn: Josh Marshall	Email: joshm@streichers.com	Attn: Colleen Zbilski	Email: colleen.zbilski@dupagesheriff.org
Address: 4777 N 124th St	City: Butler	Address: 501 N County Farm Road	City: Wheaton
State: Wisconsin	Zip: 53007	State: IL	Zip: 60187
Phone: 262-781-2552	Fax:	Phone: 630-407-2122	Fax:
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Streicher's Inc.	Vendor#: 40928	Dept: Sheriff's Office	Division: Budget
Attn: Josh Marshall	Email: joshm@streichers.com	Attn: Dan Bilodeau	Email: dan.bilodeau@dupagesheriff.org
Address: 4777 N 124th St	City: Butler	Address: 501 N County Farm Road	City: Wheaton
State: Wisconsin	Zip: 53007	State: IL	Zip: 60187
Phone: 262-781-2552	Fax:	Phone: 630-407-2402	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Dec 1, 2024	Contract End Date (PO25): Nov 30, 2025

Purchase Requisition Line Details

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		New Ballistic & Stab Vests	FY25	1000	4400	52000		165,000.00	165,000.00
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 165,000.00

<i>Comments</i>	
HEADER COMMENTS	Provide comments for P020 and P025.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB.