



TO: Board of Commissioners

FROM: Margie Wilhelmi, Director of Marketing  
Dan Novak, Director of Athletics & Facilities

THROUGH: Mike Benard, Executive Director

RE: Approval of Payment Exceeding \$10,000 for Cosley Zoo Run for the Animals 2022 Shirts

DATE: March 16, 2022

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**SUMMARY:**

Staff seeks the Wheaton Park District Board of Commissioners approval to purchase runner and volunteer t-shirts for the 2022 Cosley Zoo Run for the Animals. This event will take place on Saturday, June 4. This annual fundraiser is hosted by the Cosley Foundation and these expenses are budgeted and paid for in the Cosley Foundation 2022 Budget, which was approved by the Cosley Foundation Board on January 26, 2022. Request for proposal were sent on February 3, 2022, to five (5) apparel vendors. Staff received four (4) price quotes in which the chart below reflects the pricing breakdown for the 5K/10K, ½ Mile, and Volunteer Shirts. Orders will be placed in mid-March for a mid-May delivery.

	<b>Total Shirts</b>	<b>Running Awards</b>	<b>Marathon Sportswear</b>	<b>Lynnpro</b>	<b>Blue Sky Marketing</b>
Cosley 5K/10K Runner Shirts	2,750	\$23,200.04	\$18,999.50	\$21,922.50	\$21,847
Cosley ½ Mile Runner Shirts	300	\$2,145.00	\$2,235.00	\$2,088.00	\$2,507.00
Volunteer Shirts	300	\$1,790.00	\$2,049.25	\$2,135.50	\$1,711.00
Screen & Shipping	-	\$1,310.00	\$25.00	Included	\$650
<b>Total</b>	<b>3,350</b>	<b>\$28,445.04</b>	<b>\$23,308.75</b>	<b>\$26,146.00</b>	<b>\$26,715.00</b>

**REVENUE / EXPENSE IMPLICATIONS**

Expenses are budgeted and paid for in the Cosley Foundation 2022 Budget. This annual event, in total, produces a positive bottom-line profit.

**ATTACHMENTS:**

- (1) RFP Vendor Results

**RECOMMENDATION:**

Staff seeks board approval to place the order, not to exceed, \$24,000 for Cosley Zoo Run for the Animal 2022 youth and adult runner shirts and volunteer shirts through Marathon Sportswear. Marathon Sportswear has been a trusted vendor of the Wheaton Park District for many years and provides top quality products and services.

COSLEY RUN		QUANTITY	Running Awards & Apparel		Marathon Sportswear, Inc.		Lynnpro		Blue Sky	
Youth Runner Shirt	YS	40	\$ 8.40	\$ 336.00	\$ 6.35	\$ 254.00	\$ 7.93	\$ 317.20	\$7.25	\$290.00
	YM	90	\$ 8.40	\$ 756.00	\$ 6.35	\$ 571.50	\$ 7.93	\$ 713.70	\$7.25	\$652.50
	YL	150	\$ 8.40	\$ 1,260.00	\$ 6.35	\$ 952.50	\$ 7.93	\$ 1,189.50	\$7.25	\$1,087.50
	YXL	0	\$ 8.40	\$ -	\$ 6.35	\$ -	\$ 7.93	\$ -	\$7.25	\$0.00
		<u>280</u>		<u>\$ 2,352.00</u>		<u>\$ 1,778.00</u>		<u>\$ 2,220.40</u>		<u>\$2,030.00</u>
Adult Runner Shirt	S	705	\$ 8.40	\$ 5,922.00	\$ 6.95	\$ 4,899.75	\$ 7.93	\$ 5,590.65	\$8.00	\$5,640.00
	2750 M	725	\$ 8.40	\$ 6,090.00	\$ 6.95	\$ 5,038.75	\$ 7.93	\$ 5,749.25	\$8.00	\$5,800.00
	L	725	\$ 8.40	\$ 6,090.00	\$ 6.95	\$ 5,038.75	\$ 7.93	\$ 5,749.25	\$8.00	\$5,800.00
	XL	265	\$ 8.40	\$ 2,226.00	\$ 6.95	\$ 1,841.75	\$ 7.93	\$ 2,101.45	\$8.00	\$2,120.00
	XXL	40	\$ 9.90	\$ 396.04	\$ 7.95	\$ 318.00	\$ 9.93	\$ 397.20	\$9.00	\$360.00
	XXXL	10	\$ 12.40	\$ 124.00	\$ 8.45	\$ 84.50	\$ 11.43	\$ 114.30	\$9.70	\$97.00
		<u>2,470</u>		<u>\$ 20,848.04</u>		<u>\$ 17,221.50</u>		<u>\$ 19,702.10</u>		<u>\$19,817.00</u>
<b>Total Runner Shirts</b>		<b>2,750</b>		<b>\$ 23,200.04</b>		<b>\$ 18,999.50</b>		<b>\$ 21,922.50</b>		<b>\$ 21,847.00</b>
<b>ZOO .5 MILE</b>										
Youth Runner Shirt	YS	105	\$ 7.15	\$ 750.75	\$ 7.45	\$ 782.25	\$ 6.96	\$ 730.80	\$ 8.35	\$ 876.75
	YM	80	\$ 7.15	\$ 572.00	\$ 7.45	\$ 596.00	\$ 6.96	\$ 556.80	\$ 8.35	\$ 668.00
	YL	80	\$ 7.15	\$ 572.00	\$ 7.45	\$ 596.00	\$ 6.96	\$ 556.80	\$ 8.35	\$ 668.00
	YXL	25	\$ 7.15	\$ 178.75	\$ 7.45	\$ 186.25	\$ 6.96	\$ 174.00	\$ 8.35	\$ 208.75
		<u>290</u>		<u>\$ 2,073.50</u>		<u>\$ 2,160.50</u>		<u>\$ 2,018.40</u>		<u>\$ 2,421.50</u>
Adult Runner Shirt	S	10	\$ 7.15	\$ 71.50	\$ 7.45	\$ 74.50	\$ 6.96	\$ 69.60	\$ 8.55	\$ 85.50
	M	0	\$ 7.15	\$ -	\$ 7.45	\$ -	\$ 6.96	\$ -	\$ 8.55	\$ -
	L	0	\$ 7.15	\$ -	\$ 7.45	\$ -	\$ 6.96	\$ -	\$ 8.55	\$ -
	XL		\$ 7.15	\$ -	\$ 7.45	\$ -	\$ 6.96	\$ -	\$ 8.55	\$ -
	XXL		\$ 8.65	\$ -	\$ 8.90	\$ -	\$ 8.96	\$ -	\$ 10.15	\$ -
	XXXL		\$ 9.65	\$ -	\$ 9.45	\$ -	\$ 10.46	\$ -	\$ 11.10	\$ -
		<u>10</u>		<u>\$ 71.50</u>		<u>\$ 74.50</u>		<u>\$ 69.60</u>		<u>\$ 85.50</u>
<b>Total Runner Shirt</b>		<b>300</b>		<b>\$ 2,145.00</b>		<b>\$ 2,235.00</b>		<b>\$ 2,088.00</b>		<b>\$ 2,507.00</b>
Volunteer Shirt	S	60	\$ 5.85	\$ 351.00	\$ 6.70	\$ 402.00	\$ 6.96	\$ 417.60	\$5.60	\$336.00
	M	70	\$ 5.85	\$ 409.50	\$ 6.70	\$ 469.00	\$ 6.96	\$ 487.20	\$5.60	\$392.00
	L	80	\$ 5.85	\$ 468.00	\$ 6.70	\$ 536.00	\$ 6.96	\$ 556.80	\$5.60	\$448.00
	XL	70	\$ 5.85	\$ 409.50	\$ 6.70	\$ 469.00	\$ 6.96	\$ 487.20	\$5.60	\$392.00
	XXL	15	\$ 7.35	\$ 110.25	\$ 8.50	\$ 127.50	\$ 8.96	\$ 134.40	\$7.05	\$105.75
	XXXL	5	\$ 8.35	\$ 41.75	\$ 9.15	\$ 45.75	\$ 10.46	\$ 52.30	\$7.45	\$37.25
<b>Total Volunteer Shirts</b>		<b>300</b>		<b>\$ 1,790.00</b>		<b>\$ 2,049.25</b>		<b>\$ 2,135.50</b>		<b>\$ 1,711.00</b>
Shipping & Screen Print				\$50.00		\$25.00				\$650.00
				<u>\$1,260.00</u>		<u>\$25.00</u>				<u>\$650.00</u>
				<b>\$1,310.00</b>		<b>\$25.00</b>				<b>\$650.00</b>
<b>TOTAL INVOICE</b>		<b>3,350</b>		<b>\$ 28,445.04</b>		<b>\$ 23,308.75</b>		<b>\$ 26,146.00</b>		<b>\$ 26,715.00</b>