



ADMINISTRATIVE OFFICE

2455 Warrenville Road
Downers Grove, IL 60515
Phone: 630.960.7500
Fax: 630.963.1543

RECREATION & 4500 FITNESS

4500 Belmont Road
Downers Grove, IL 60515
Phone: 630.960.7500
Fax: 630.960.7251

LINCOLN CENTER

935 Maple Avenue
Downers Grove, IL 60515
Phone: 630.960.7500
Fax: 630.963.5884

BELMONT GOLF CLUB

2420 Haddow Avenue
Downers Grove, IL 60515
Phone: 630.963.1306

DOWNERS GROVE MUSEUM

831 Maple Avenue
Downers Grove, IL 60515
Phone: 630.963.1309

LYMAN WOODS WILLIAM F. SHERMAN, JR. INTERPRETIVE CENTER

901 31st Street
Downers Grove, IL 60515
Phone: 630.963.9388

DGPARKS.ORG

Main Phone: 630.960.7500
Email: info@dgparks.org



October 25, 2023

Dear Agency:

Enclosed please find specifications for the 2024 Downers Grove Park District's Apparel Request for Proposals.

Please note that all quotes are due to the Downers Grove Park District by November 27, 2023. Proposals may be submitted by mail, in person or emailed. The contact information for submissions is below.

For mail or in-person submissions:

Downers Grove Park District
2455 Warrenville Road
Downers Grove, IL 60515
Attention: Michelle Pusateri

For emailed submissions:

Michelle Pusateri – mpusateri@dgparks.org

If you have any questions regarding the specifications, please call me at 630-960-7467 or email me at mpusateri@dgparks.org.

Sincerely,

Michelle Pusateri
Superintendent of Recreation
Downers Grove Park District

Enclosure

Specifications

A. Youth Basketball League

Shirt Style	T-Shirt
Brand/Style #	Gildan 8000
Shirt Color	Kelly
Weight	5.5oz
Logo Description	Athletics Logo/STAFF
Screen Print/Embroidered	Screen Print
Logo Placement	Center Front – Athletics Logo Center Back - STAFF
Logo Color	White

Delivery Date: January 19, 2024

Delivery Location:

Recreation Center
4500 Belmont Road, 60515

Contact Info:

Josh Williams
Assistant Supt. of Rec
jwilliams@dgparks.org
630-960-7463

SIZES	XSmall	Small	Med	Large	X Large	XX Large	XXX Large	Totals
Youth	0	0	0	0	0	0	0	0
Adult	0	5	10	10	5	0	0	30

B. Museum Staff

Shirt Style	Cardigan
Brand/Style #	Port Authority/LK5434
Weight	4.4 oz
Color	Black
Logo Description	DG Museum Logo
Screen Print/Embroidered	Screen Print
Logo Placement	Left chest
Logo Color	White

Delivery Date: February 2, 2024

Delivery Location:

Downers Grove Museum
831 Maple Avenue, 60515

Contact Info:

Felicia Camacho
Recreation Supervisor
fcamacho@dgparks.org
630-960-2113

SIZES	XSmall	Small	Med	Large	X Large	XX Large	One Size	Totals
Youth	0	0	0	0	0	0	0	0
Adult	0	0	1	1	1	0	0	3

C. Preschool Full Zip

Shirt Style Jacket
 Brand/Style # Port Authority/L293
 Weight 9 oz
 Color Black
 Logo Description Preschool Logo/DGPD Logo
 Screen Print/Embroidered Screen Print
 Logo Placement Front Left Chest: Preschool
 Logo
 Upper Right Sleeve: DGPD
 Logo
 Logo Color White

Delivery Date: February 2, 2024

Delivery Location:

Lincoln Center
935 Maple Avenue, 60515

Contact Info:

Anna Fontanetta
 Recreation Supervisor
afontanetta@dgparks.org
 630-960-4491

SIZES	XSmall	Small	Med	Large	X Large	XX Large	XXX Large	Totals
Youth	0	0	0	0	0	0	0	0
Adult	0	6	3	6	4	6	0	25

D. Preschool ¼ Zip

Shirt Style Jacket
 Brand/Style # Port Authority/F295
 Weight 10 oz
 Color Black
 Logo Description Preschool Logo/DGPD Logo
 Screen Print/Embroidered Screen Print
 Logo Placement Front Left Chest: Preschool
 Logo
 Upper right sleeve: DGPD
 Logo
 Logo Color White

Delivery Date: February 2, 2024

Delivery Location:

Lincoln Center
935 Maple Avenue, 60515

Contact Info:

Anna Fontanetta
 Recreation Supervisor
afontanetta@dgparks.org
 630-960-4491

SIZES	XSmall	Small	Med	Large	X Large	XX Large	XXX Large	Totals
Youth	0	0	0	0	0	0	0	0
Adult	0	2	5	4	3	2	0	16

E. Lyman Woods Staff

Shirt Style Long-Sleeved Hooded T-shirt
 Brand/Style # Bella & Canvas/3512
 Weight 4 oz
 Color Deep Heather
 Logo Description Lyman Woods Logo
 Screen Print/Embroidered Screen Print
 Logo Placement Front Left Chest
 Back - NA
 Logo Color White

Delivery Date: February 2, 2024

Delivery Location:

Lyman Woods
901 31st Street, 60515

Contact Info:

Ryan Maywin
Assistant Supt. of Rec
rmaywin@dgparks.org
630-960-2069

SIZES	XSmall	Small	Med	Large	X Large	XX Large	XXX Large	Totals
Youth	0	0	0	0	0	0	0	0
Adult	0	2	7	5	1	0	0	15

F. Customer Service - Shirt

Shirt Style Long-Sleeved T-shirt
 Brand/Style # Gildan/8400
 Weight 5.5 oz
 Color Forest Green
 Logo Description DGPD Logo
 Screen Print/Embroidered Screen Print
 Logo Placement Front Left Chest
 Back - NA
 Logo Color White

Delivery Date: February 2, 2024

Delivery Location:

Recreation Center
4500 Belmont Rd, 60515

Contact Info:

Sally Hayduck
Supt. of Customer Service
shayduck@dgparks.org
630-960-7469

SIZES	XSmall	Small	Med	Large	X Large	XX Large	XXX Large	Totals
Youth	0	0	0	0	0	0	0	0
Adult	0	0	2	4	2	0	0	8

G. Customer Service - Jacket

Shirt Style Fleece Full Zip Jack
 Brand/Style # Weatherproof/W20121
 Weight 6.7oz
 Color Oatmeal
 Logo Description DGPD Logo
 Screen Print/Embroidered Embroidered
 Logo Placement Front Left Chest
 Back - NA
 Logo Color Black

Delivery Date: February 2, 2024

Delivery Location:
 Recreation Center
 4500 Belmont Rd, 60515

Contact Info:
Sally Hayduck
 Supt. of Customer Service
shayduck@dgparks.org
 630-960-7469

SIZES	XSmall	Small	Med	Large	X Large	XX Large	XXX Large	Totals
Youth	0	0	0	0	0	0	0	0
Adult	0	0	1	2	1	0	0	4

H. Adult League Winter

Shirt Style T-shirt
 Brand/Style # Gildan/5000
 Weight 5.3 oz
 Color Purple
 Logo Description Adult League Logo
 Screen Print/Embroidered Screen Print
 Logo Placement Center Front
 Back - NA
 Logo Color White

Delivery Date: February 2, 2024

Delivery Location:
 Recreation Center
 4500 Belmont Rd, 60515

Contact Info:
Liz Frazier
 Recreation Supervisor
efrazier@dgparks.org
 630-960-7468

SIZES	XSmall	Small	Med	Large	X Large	XX Large	XXX Large	Totals
Youth	0	0	0	0	0	0	0	0
Adult	0	0	50	100	100	50	0	300

I. Lincoln Center SOD/Birthday Staff

Shirt Style T-shirt
 Brand/Style # Gildan/2000
 Weight 6 oz
 Color Royal
 Logo Description DGPD Logo/STAFF
 Screen Print/Embroidered Screen Print
 Logo Placement Front Left Chest: DGPD
 Logo Center Back: STAFF
 Logo Color White

Delivery Date: February 2, 2024

Delivery Location:

Lincoln Center
935 Maple Avenue, 60515

Contact Info:

Samantha Donovan
 Assistant Supt. of Rec
sdonovan@dgparks.org
 630-960-4477

SIZES	XSmall	Small	Med	Large	X Large	XX Large	XXX Large	Totals
Youth	0	0	0	0	0	0	0	0
Adult	0	100	80	80	0	0	0	260

J. Recreation Center SOD

Shirt Style T-shirt
 Brand/Style # Gildan/8000
 Weight 5.5 oz
 Color Red
 Logo Description DGPD Logo/STAFF
 Screen Print/Embroidered Screen Print
 Logo Placement Front Left Chest: DGPD
 Logo Center Back: STAFF
 Logo Color Black

Delivery Date: March 1, 2024

Delivery Location:

Recreation Center
4500 Belmont Rd, 60515

Contact Info:

Josh Williams
 Assistant Supt. of Rec
jwilliams@dgparks.org
 630.960.7463

SIZES	XSmall	Small	Med	Large	X Large	XX Large	XXX Large	Totals
Youth	0	0	0	0	0	0	0	0
Adult	0	10	15	15	10	0	0	50

Q. Adventure Camp (Swim)

Delivery Date: May 10, 2024

Shirt Style Swim Shirt
Brand/Style # A4
Weight N/A
Shirt Color Safety Yellow
Logo Description DGPD Logo/Sponsor Logo
Screen Print/Embroidered Screen Print
Logo Placement Front Left Chest – DGPD
Logo Center Back – Sponsor Logo
Logo Color Black

Delivery Location:

Lincoln Center
935 Maple Avenue, 60515

Contact Info:

Sam Donovan
Assistant Supt. of Rec
SDonovan@dgparks.org
630.960.4477

SIZES	XSmall	Small	Med	Large	X Large	XX Large	XXX Large	Totals
Youth	300	250	150	50	20	0	0	770
Adult	100	50	50	10	5	0	0	215

R. Museum Summer Camp

Delivery Date: May 10, 2024

Shirt Style T-Shirt
Brand/Style # Gildan/2000B/2000S
Weight 6 oz
Shirt Color White
Logo Description Museum Camp Logo
Screen Print/Embroidered Screen Print
Logo Placement Center Front
Back - N/A
Logo Color Black

Delivery Location:

Downers Grove Museum
831 Maple Avenue, 60515

Contact Info:

Felicia Camacho
Recreation Supervisor
fcamacho@dgparks.org
630-960-2113

SIZES	XSmall	Small	Med	Large	X Large	XX Large	XXX Large	Totals
Youth	10	30	30	10	0	0	0	80
Adult	0	2	3	2	2	0	0	9

S. Lyman Woods Summer Camps

Delivery Date: May 10, 2024

Shirt Style T-Shirt
 Brand/Style # Gildan 2000B
 Weight 6oz
 Shirt Color White
 Logo Description Lyman Woods Camp
 Logo/DGPD Logo
 Screen Print/Embroidered Screen Print
 Logo Placement Center Front: Lyman
 Woods Logo
 Center Back: DGPD Logo
 Logo Color Black

Delivery Location:

Lyman Woods
 901 31st Street, 60515

Contact Info:

Ryan Maywin
 Assistant Supt. of Rec
rmaywin@dgparks.org
 630-960-2069

SIZES	XSmall	Small	Med	Large	X Large	XX Large	XXX Large	Totals
Youth	0	420	210	70	0	0	0	700
Adult	0	60	38	12	1	1	0	112

T. Adventure Falls

Delivery Date: May 10, 2024

Shirt Style T-Shirt
 Brand/Style # Gildan/8000
 Weight 5.5 oz
 Shirt Color Electric Green
 Logo Description Adventure Falls Logo;
 DGPD Logo; STAFF;
 Sponsor logos
 Screen Print/Embroidered Screen Print
 Logo Placement Center Front: Adventure
 Falls Logo
 Upper left sleeve: DGPD
 logo
 Center Back: STAFF and
 Sponsor logos
 Logo Color White

Delivery Location:

Recreation Center
 4500 Belmont Road, 60515

Contact Info:

Michelle Pusateri
 Superintendent of
 Recreation
mpusateri@dgparks.org
 630-960-7467

SIZES	XSmall	Small	Med	Large	X Large	XX Large	XXX Large	Totals
Youth	0	0	0	0	0	0	0	0
Adult	6	12	18	18	12	6	0	72

U. Special Events

Shirt Style T-shirt
 Brand/Style # Gildan/8000
 Weight 5.5 oz
 Color Purple
 Logo Description DGPD Logo/Event
 Staff/Sponsors
 Screen Print/Embroidered Screen Print
 Logo Placement Front Left Chest: DGPD
 Logo Center Back: Event
 Staff/Sponsors
 Logo Color White

Delivery Date: May 10, 2024

Delivery Location:

Administration Office
 2455 Warrenville Rd, 60515

Contact Info:

Dawn Hartman
 Director of Marketing and
 Community Engagement
dhartman@dgparks.org
 630-960-4579

SIZES	XSmall	Small	Med	Large	X Large	XX Large	XXX Large	Totals
Youth	0	0	0	0	0	0	0	0
Adult	0	10	15	20	15	5	3	68

V. Safety Town (Adult)

Shirt Style T-shirt
 Brand/Style # Gildan/2000
 Weight 6 oz
 Color Sport Grey
 Logo Description Safety Town Logo/Sponsors
 Screen Print/Embroidered Screen Print
 Logo Placement Front Center: Safety Town
 Logo Back Center: Sponsors
 Logo Color Safety Town Logo-Red,
 Black & White
 Sponsors - Black

Delivery Date: June 28, 2024

Delivery Location:

Recreation Center
 4500 Belmont Rd, 60515

Contact Info:

Anna Fontanetta
 Recreation Supervisor
afontanetta@dgparks.org
 630-960-4491

SIZES	XSmall	Small	Med	Large	X Large	XX Large	XXX Large	Totals
Youth	0	0	0	0	0	0	0	0
Adult	0	10	30	12	2	0	0	54

W. Safety Town (Youth)

Shirt Style T-shirt
 Brand/Style # Gildan/2000B
 Weight 6 oz
 Shirt Color White
 Logo Description Safety Town Logo/Sponsors
 Screen Print/Embroidered Screen Print
 Logo Placement Front Center: Safety Town
 Logo Back Center: Sponsors
 Logo Color Safety Town Logo-Red,
 Black & White
 Sponsors - Black

Delivery Date: June 28, 2024

Delivery Location:

Recreation Center
 4500 Belmont Rd, 60515

Contact Info:

Anna Fontanetta
 Recreation Supervisor
afontanetta@dgparks.org
 630-960-4491

SIZES	XSmall	Small	Med	Large	X Large	XX Large	XXX Large	Totals
Youth	0	90	10	0	0	0	0	100
Adult	0	0	0	0	0	0	0	0

X. Adult League Fall

Shirt Style T-shirt
 Brand/Style # Gildan/5000
 Weight 5.3 oz
 Shirt Color Royal
 Logo Description Adult League Logo
 Screen Print/Embroidered Screen Print
 Logo Placement Center Front
 Back – N/A
 Logo Color White

Delivery Date: August 2, 2024

Delivery Location:

Recreation Center
 4500 Belmont Road, 60515

Contact Info:

Liz Frazier
 Recreation Supervisor
efrazier@dgparks.org
 630-960-7468

SIZES	XSmall	Small	Med	Large	X Large	XX Large	XXX Large	Totals
Youth	0	0	0	0	0	0	0	0
Adult	0	0	75	175	175	75	0	500

PROPOSAL FORM

Downers Grove Park District APPAREL REQUEST FOR PROPOSALS - 2024

PROPOSAL FORM

Due Date: Monday, November 27, 2023

Forms can be emailed to: mpusateri@dgparks.org
OR mailed/dropped off: Downers Grove Park District
2455 Warrenville Road
Downers Grove, IL 60515
Attention: Michelle Pusateri, Superintendent of Recreation

Questions: Call: 630-960-7467
Email: mpusateri@dgparks.org

Please list each item quote individually then total items 'A' through 'X' and place the amount where the 'Total Base Quote'.

	DELIVERY DATE	BASE QUOTE
A Youth Basketball League	January 19	\$ _____
B Museum Staff.....	February 2	\$ _____
C Preschool Full Zip	February 2	\$ _____
D Preschool ¼ Zip	February 2	\$ _____
E Lyman Woods Staff	February 2	\$ _____
F Customer Service - Shirt.....	February 2	\$ _____
G Customer Service – Jacket.....	February 2	\$ _____
H Adult League Winter	February 2	\$ _____
I Lincoln Center SOD/Birthday Staff.....	February 2	\$ _____
J Recreation Center SOD	March 1	\$ _____
K Adult League Summer.....	May 10	\$ _____
L Kinder Camp.....	May 10	\$ _____
M Teen Trekkers.....	May 10	\$ _____
N Exploration Station.....	May 10	\$ _____
O CIT.....	May 10	\$ _____
P Adventure Camp	May 10	\$ _____
Q Adventure Camp (Swim)	May 10	\$ _____

R	Museum Summer Camp	May 10	\$ _____
S	Lyman Woods Summer Camps	May 10	\$ _____
T	Adventure Falls	May 10	\$ _____
U	Special Events.....	May 10	\$ _____
V	Safety Town (Adult).....	June 28	\$ _____
W	Safety Town (Youth).....	June 28	\$ _____
X	Adult League Fall.....	August 2	\$ _____

TOTAL BASE QUOTE: _____

Company Name: _____

Contact Name: _____

Address: _____

Phone: _____

Email: _____

Signature: _____

Date Signed: _____