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**MEMORANDUM**

**DATE:** March 9, 2026

**TO:** Alderman Frost, Chair  
Members of the Finance and Personnel Committee

**FROM:** *Rebecca Tyo, Fire Chief*

**RE:** **Award of Sole Source Contract – Fire Apparatus and Ambulance Supplies**

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**CONTRACT DETAILS**

Vendor: *Macqueen Equipment, LLC of St. Paul, MN*

Contract Duration: *Through 12/31/26 with four (4) optional annual extensions*

Contract Amount: *Based on unit pricing (Est. annual contract value \$120,000.00)*

Funding Source: *Fire Department Operating Budget*

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**NARRATIVE**

The Rockford Fire Department is recommending an award of contract to Macqueen Equipment, the authorized distributor of Pierce and Demers parts, which are the manufacturers of Rockford Fire's fire apparatus and ambulances. MacQueen is the only authorized dealer in our area.

MacQueen supplies replacement parts which are proprietary to our manufacturers of Pierce and Demers. These parts are necessary for preventative maintenance and to make repairs in order to keep our fleet in a state of operational readiness.

If you have any additional questions, feel free to contact Rebecca Tyo, Fire Chief, at 779-500-6526.

**RESOLUTION**  
of the  
**CITY COUNCIL OF THE CITY OF ROCKFORD, ILLINOIS**  
**SUBMITTED BY: FINANCE AND PERSONNEL COMMITTEE**

RESOLUTION AWARDING SOLE SOURCE CONTRACT – FIRE APPARATUS AND AMBULANCE SUPPLIES

WHEREAS, the Code of Ordinances for the City of Rockford, Illinois, provides as in Chapter 4, Article VI, Division 4, that all purchases for and contracts for supplies, materials, equipment, and contractual services, the value of which is estimated to exceed \$25,000, shall be based on competitive solicitation and awarded by the City Council; and,

WHEREAS, competitive proposals were NOT received for the City of Rockford for the following, as the contract was not bid:

FIRE APPARATUS AND AMBULANCE SUPPLIES

WHEREAS, the Finance and Personnel Committee of the City Council for the City of Rockford, Illinois has reviewed the staff recommendation for the aforementioned item(s) and recommends awarding the contract as follows:

Vendor:           MACQUEEN EQUIPMENT, LLC of ST. PAUL, MN  
Amount:           \$120,000.00 (estimated, based on unit pricing)

WHEREAS, the Finance and Personnel Committee has determined that the funding for the aforementioned purchase shall be as follows:

FIRE DEPARTMENT OPERATING BUDGET

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Rockford, Illinois that the Mayor execute an agreement with MACQUEEN EQUIPMENT, LLC of ST. PAUL, MN for FIRE APPARATUS AND AMBULANCE SUPPLIES in the estimated amount of \$120,000.00, subject to the specifications in the contract.

BE IT FURTHER RESOLVED that this Resolution shall be in full force and effective immediately upon its adoption and the Legal Director is hereby authorized to prepare and deliver certified copies of this Resolution to the Central Services Manager.

The above and foregoing Resolution was adopted by the City Council of the City of Rockford, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

ATTEST:

\_\_\_\_\_  
Thomas P. McNamara, Mayor  
City of Rockford, Illinois

\_\_\_\_\_  
Angela L. Hammer, Legal Director and Ex-Officio  
Keeper of the Records and Seal  
City of Rockford, Illinois

Rockford, Illinois

Date: March 9, 2026

**RECOMMENDATION FOR RESOLUTION**

**TO THE CITY COUNCIL OF THE CITY OF ROCKFORD:**

Council Members:

The Committee on Finance and Personnel having received a request hereby begs leave to report recommending **approval** of the Sole Source Contract agreement with MACQUEEN EQUIPMENT, LLC of ST. PAUL, MN for FIRE APPARATUS AND AMBULANCE SUPPLIES in the estimated amount of \$120,000.00. The Legal Director shall prepare the appropriate resolution.

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Kevin Frost (Chair)

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Jonathan Logemann (Vice Chair)

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Frank Beach

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Dawn Granath

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Chad Tuneberg

Committee Action Taken:

Frost:	Ayes:___	Nays:___	Absent:___
Logemann:	Ayes:___	Nays:___	Absent:___
Beach:	Ayes:___	Nays:___	Absent:___
Granath:	Ayes:___	Nays:___	Absent:___
Tuneberg:	Ayes:___	Nays:___	Absent:___