



**Board of Commissioners of Cook County**

**Asset Management Committee**

**Wednesday, September 18, 2024**

**1:15 PM**

**Cook County Building, Board Room, 118  
North Clark Street, Chicago, Illinois**

**Issued on 9/10/24**

**NOTICE AND AGENDA**

There will be a meeting of the Committee or Subcommittee of the Board of Commissioners of Cook County at the date, time and location listed above to consider the following:

**PUBLIC TESTIMONY**

Authorization as a public speaker shall only be granted to those individuals who have registered to speak, with the Secretary, 24 hours in advance of the meeting. To register as a public speaker, go to the meeting details page for this meeting at <https://cook-county.legistar.com/Calendar.aspx> to find a registration link. Duly authorized public speakers may speak live from the County Board Room at 118 N. Clark Street, 5th Floor, Chicago, IL or be sent a link to virtually attend the meeting and will be called upon to deliver testimony at a time specified in the meeting agenda. Authorized public speakers who are not present during the specified time for public testimony will forfeit their allotted time to speak at the meeting. Public testimony must not exceed three minutes; the Secretary will keep track of the time and advise when the time for public testimony has expired. After each virtual speaker has completed their statement, they will be removed from the meeting. Once removed, you will still be able to follow the proceedings for that day at:

<https://www.cookcountyil.gov/service/watch-live-board-proceedings> or in a viewing area at 69 W. Washington Street, 22nd Floor Conference Room F, Chicago, IL. Persons authorized to provide public testimony shall not use vulgar, abusive, or otherwise inappropriate language when addressing the Board; failure to act appropriately; failure to speak to an item that is germane to the meeting, or failure to adhere to the time requirements may result in expulsion from the meeting and/or disqualify the person from providing future testimony. Written comments will not be read aloud at the meeting, but will be posted on the meeting page and made a part of the meeting record.

**24-5200**

**COMMITTEE MINUTES**

Approval of the minutes from the meeting of 07/24/2024

[24-2893](#)

**Presented by:** EARL MANNING, Director, Office of Capital Planning and Policy

**PROPOSED CONTRACT**

**Department(s):** Department of Capital Planning and Policy

**Vendor:** Iron Mountain Information Management, LLC, Boston, Massachusetts

**Request:** Authorization for the Chief Procurement Officer to enter into and execute

**Good(s) or Service(s):** Materials and Records Storage Assessment, Implementation Plan, and Digital Files/Digitization

**Contract Value:** \$1,200,000.00

**Contract period:** 9/19/2024 - 1/21/2026

**Potential Fiscal Year Budget Impact:** FY 2024 \$100,000.00, FY 2025 \$1,100,000.00

**Accounts:** 11569-1031-11190-560107-00000-00000

**Contract Number(s):** 2215-09022

**Concurrences:**

The Contract Specific goal set on this contract is Zero.

The Chief Procurement Officer concurs.

**Summary:** The Vendor shall provide professional consulting services for a BOA/BAM initiative for assessment and recommendations of records and materials for departments/agencies at facilities across the County.

The Vendor shall also separately provide professional consulting services for BOT initiative for assessment, recommendation, and implementation for digital file management and file digitization for departments/agencies across the County.

This Contract is awarded as a Comparable Government Procurement pursuant to Section 31-140 of the Cook County Procurement Code. Iron Mountain Information Management, LLC was previously awarded a contract by a Request for Proposals (RFP) process through OMNIA, a national government purchasing cooperative. Cook County wishes to leverage this procurement effort.

**Legislative History :** 7/25/24 - Board of Commissioners - refer to the Asset Management Committee

*Lynne M. Turner*

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Secretary

Chair: Miller

Vice-Chair: Aguilar

Members: Anaya, Britton, Degnen, Gordon, Moore, K. Morrison, S. Morrison