



Board of Commissioners of Cook County

118 North Clark Street
Chicago, IL

Legislation Text

File #: 21-0665, **Version:** 1

PROPOSED CONTRACT AMENDMENT

Department(s): Clerk of the Circuit Court

Vendor: Trademark Products, Inc., Elk Grove Village, Illinois

Request: Authorization for the Chief Procurement Officer to extend and increase contract

Good(s) or Service(s): Rubber Stamps and Marking Equipment

Original Contract Period: 5/26/2017 - 5/25/2019, with two (2), one (1) year renewal options

Proposed Amendment Type: Extension and Increase

Proposed Contract Period: Extension period 5/26/2021 - 7/25/2021

Total Current Contract Amount Authority: \$99,990.00

Original Approval (Board or Procurement): Procurement, 5/26/2017, \$99,990.00

Increase Requested: \$32,000.00

Previous Board Increase(s): N/A

Previous Chief Procurement Officer Increase(s): N/A

Previous Board Renewals: 4/23/2020, 5/26/2020 - 5/25/2021

Previous Chief Procurement Officer Renewals: 5/25/2019, 5/26/2019 - 5/25/2020

Previous Board Extension(s): N/A

Previous Chief Procurement Officer Extension(s): N/A

Potential Fiscal Impact: FY 2021 \$32,000.00

Accounts: 11100.1335.13945.520490

Contract Number(s): 1635-15620

Concurrences:

The contract-specific goal set on this contract was zero.

The Chief Procurement Officer concurs.

Summary: This contract extension and increase will ensure that new rubber stamps and marking equipment are available to avoid interruptions in the operations of the Clerk of the Circuit Court. The Clerk of the Circuit Court is working with the Office of the Chief Procurement Officer to complete the competitive process for a new contract. It is anticipated that the competitive process will be finalized within the next two to three months and a new contract awarded.

Rubber stamps are used in various departments on a daily basis to stamp court documents received by the Clerk of the Circuit Court.

This contract was awarded through a publicly advertised bid in accordance with the Cook County Procurement Code. Trademark Products, Inc. was the lowest, responsive and responsible bidder.