



# Board of Commissioners of Cook County

118 North Clark Street  
Chicago, IL

## Legislation Details

**File #:** 22-0707      **Version:** 1      **Name:** Institute of Compliance and Learning, Inc. (ICL), Chicago, Illinois  
**Type:** Contract      **Status:** Approved  
**File created:** 12/14/2021      **In control:** Board of Commissioners  
**On agenda:** 4/7/2022      **Final action:** 4/7/2022  
**Title:** PROPOSED CONTRACT

Department(s): County Clerk

Vendor: Institute of Compliance and Learning, Inc. (ICL), Chicago, Illinois

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

Good(s) or Service(s): Financial and Operational Risk Assessment and Process Improvement Plans for Vital Records, Real Estate and Taxes, Recording Division and the Election/Ethics Divisions

Contract Value: \$288,000.00

Contract period: 5/1/2022 - 4/30/2023 with one (1), one-year renewal option

Potential Fiscal Year Budget Impact: FY 2022 \$216,000.00 FY 2023 \$72,000.00

Accounts: 11000-1110-35610-520840

Contract Number(s): 2205-12282

Concurrences:

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

The Chief Procurement Officer concurs.

Summary: The purpose of this contract is for the vendor to conduct an in-depth finance review and financial and operational risk assessments and process improvement plans for Vital Records, Real Estate and Tax Services, Recording Division and Election/Ethics Divisions. In addition, the vendor will perform and identify key policies and procedures for the Clerk's Office finance, accounting, and budget operations to ensure compliance with best practice. The vendor will implement a plan to support the "Assumption of Duties" of the finance operations, of the Recorder of Deeds, as a new division with the Clerk's Office.

This is a Sole Procurement pursuant to Section 34-139 of the Cook County Procurement Code.

**Sponsors:**

**Indexes:** (Inactive) KAREN A. YARBROUGH, County Clerk

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
4/7/2022	1	Board of Commissioners	approve	Pass