



# Board of Commissioners of Cook County

118 North Clark Street  
Chicago, IL

## Legislation Details

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**File #:** 21-3310      **Version:** 1      **Name:** Presort Mailing and postage metering services  
**Type:** Contract Amendment      **Status:** Approved  
**File created:** 5/17/2021      **In control:** Board of Commissioners  
**On agenda:** 6/24/2021      **Final action:** 6/24/2021  
**Title:** PROPOSED CONTRACT AMENDMENT

Department(s): Administrative Hearings, Clerk of the Circuit Court and Dept. of Revenue

Vendor: Postal Partners, Inc., Bradley, Illinois

Request: Authorization for the Chief Procurement Officer to renew contract

Good(s) or Service(s): Presort Mail Services

Original Contract Period: 7/10/2017 - 7/9/2020, [with two (2), one (1) year renewal options

Proposed Amendment Type: Renewal

Proposed Contract Period: Renewal period 7/10/2021 - 7/9/2022

Total Current Contract Amount Authority: \$0.00

Original Approval (Board or Procurement): Procurement, 7/10/2017, \$0.00

Increase Requested: N/A

Previous Board Increase(s): N/A

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

Previous Board Renewals: N/A

Previous Chief Procurement Officer Renewals: 9/3/2020, 7/10/2020 - 7/9/2021

Previous Board Extension(s): N/A

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

Potential Fiscal Impact: FY 2021 \$0.00 FY 2022 \$0.00

Accounts: AdminHearings:11000.1026.10245.520260; Dept. of Revenue: 11000.1007.35085.520260;  
CCC: 11100.1335.13945.520260

Contract Number(s): 1725-16503

Concurrences:

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

The Chief Procurement Officer concurs.

Summary: This final of two (2), one (1) renewal options will allow Postal Partners, Inc. to continue to

provide postage metering and presort mailing services for the Department of Administrative Hearings, the Clerk of the Circuit Court and the Department of Revenue. Postal Partners, Inc. provides a volume discount on USPS first class postage rates and provides presort mailing services at no cost to the County. Postal Partners, Inc. picks up outgoing mail daily from each County department, applies postage (if necessary) and then presorts mail for delivery to USPS. Cook County only pays for postage used. This is a zero-dollar contract.

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

**Sponsors:**

**Indexes:** MARC HAMILTON, Director, Department of Administrative Hearings

**Code sections:**

**Attachments:**

| <b>Date</b> | <b>Ver.</b> | <b>Action By</b>       | <b>Action</b> | <b>Result</b> |
|-------------|-------------|------------------------|---------------|---------------|
| 6/24/2021   | 1           | Board of Commissioners | approve       | Pass          |