



Board of Commissioners of Cook County

118 North Clark Street
Chicago, IL

Legislation Text

File #: 20-0783, **Version:** 1

PROPOSED CONTRACT AMENDMENT

Department(s): Clerk of the Circuit Court

Vendor: Chicago United Industries, Ltd., Chicago, Illinois

Request: Authorization for the Chief Procurement Officer to increase contract

Good(s) or Service(s): Certified Mail Envelopes

Original Contract Period: 5/13/2019 - 5/12/2022, with two (2), one (1) year renewal options

Proposed Amendment Type: Increase

Proposed Contract Period: N/A

Total Current Contract Amount Authority: \$123,300.00

Original Approval (Board or Procurement): Procurement, 5/10/2019, \$123,300.00

Increase Requested: \$59,184.00

Previous Board Increase(s): N/A

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

Previous Board Renewals: N/A

Previous Chief Procurement Officer Renewals: N/A

Previous Board Extension(s): N/A

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

Potential Fiscal Impact: FY 2020 \$19,728.00, FY 2021 \$19,728.00, FY 2022 \$19,728.00

Accounts: (11318.1335.18695.520496)

Contract Number(s): 1812-17619R

Concurrences:

The vendor has met the Minority-and Women-owned Business Enterprise Ordinance via direct participation.

The Chief Procurement Officer concurs.

Summary: This increase will allow the Clerk of the Circuit Court's need for 144,000 certified mail envelopes to be added to an existing County Contract (No. 1812-17619R). Certified Mail Envelopes are used routinely by the Clerk of the Circuit Court - County Division when, as required by law, a record of mail service from a legal filing must be sent through the United States Postal Service to interested parties regarding delinquent property taxes.

This Contract was awarded through a publicly advertised Invitation for Bids (IFB) in accordance with Cook County Procurement Code. Chicago United Industries, Ltd. was the lowest, responsive and responsible bidder.