



Board of Commissioners of Cook County

118 North Clark Street
Chicago, IL

Legislation Text

File #: 20-2982, **Version:** 1

PROPOSED CONTRACT AMENDMENT

Department(s): Clerk of the Clerk of the Circuit Court

Vendor: The Envelope Connection, Inc., Chicago, Illinois

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

Good(s) or Service(s): Printing of Court Diversion Envelopes

Original Contract Period: 9/1/2017 - 8/31/2019, with two (2), one (1) year renewal options

Proposed Amendment Type: Renewal and Increase

Proposed Contract Period: 9/1/2020 - 8/31/2021

Total Current Contract Amount Authority: \$78,400.00

Original Approval (Board or Procurement): 8/31/2017, \$78,400.00

Increase Requested: \$72,800.00

Previous Board Increase(s): N/A

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

Previous Board Renewals: N/A

Previous Chief Procurement Officer Renewals: 8/6/2019, 9/1/2019 - 8/31/2020

Previous Board Extension(s): N/A

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

Potential Fiscal Impact: FY 2020 \$33,600; FY 2021 \$39,200.00

Accounts: 11318.1335.18695.520490

Contract Number(s): 1735-16562

Concurrences:

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

The Chief Procurement Officer concurs.

Summary: This increase and final of two (2), one (1) year renewal options will allow the Clerk of the Circuit Court of Cook County to continue to receive printed court diversion envelopes. The court diversion envelopes are distributed to the various law enforcement agencies.

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