



# Board of Commissioners of Cook County

118 North Clark Street  
Chicago, IL

## Legislation Details

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**File #:** 21-0382      **Version:** 1      **Name:** Quadient, Inc , Milford, Connecticut  
**Type:** Contract Amendment      **Status:** Approved  
**File created:** 12/3/2020      **In control:** Board of Commissioners  
**On agenda:** 12/17/2020      **Final action:** 12/17/2020  
**Title:** PROPOSED CONTRACT AMENDMENT

Department(s): Office of the Pubic Guardian, Circuit Court of Cook County

Vendor: Quadient, Inc., Milford, Connecticut

Request: Authorization for the Chief Procurement Officer to Renew & Increase contract

Good(s) or Service(s): Leasing of Postage Machines & Meters for Public Guardian Office

Original Contract Period: 11/22/2017 - 12/5/2019, with two (2), one (1) year renewal options

Proposed Amendment Type: Renewal and Increase

Proposed Contract Period: Renewal period 12/6/2020 - 12/5/2021

Total Current Contract Amount Authority: \$26,994.24

Original Approval (Board or Procurement): Procurement, 11/22/2017, \$17,996.16

Increase Requested: \$8,998.09

Previous Board Increase(s): N/A

Previous Chief Procurement Officer Increase(s): 2/4/2020, \$8,998.08

Previous Board Renewals: N/A

Previous Chief Procurement Officer Renewals: 2/4/2020, 12/6/2019-12/5/2020

Previous Board Extension(s): N/A

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

Potential Fiscal Impact: FY2021 \$8,998.09

Accounts: Office and Data Processing Equipment Rental Account. 11100.1305.35325.550010 & 11100.1305.35320.550010

Contract Number(s): 1718-16372

Concurrences:

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

The Chief Procurement Officer concurs.

Summary: The Public Guardian's Office is required by law to notify clients and wards, family

members, and foster parents of court dates. Furthermore, the department is required to serve legal documents on opposing counsel which requires mailing legal documents. Also, as many individuals requiring notice of proceedings in child protection, adult guardianship and domestic relations matters are not proficient in using electronic mail. Mailing legal documents via the US Postal Service ensures appropriate legal notice is provided of proceedings. The Public Guardian's Office is exercising a renewal option for current contract 1718-16372.

This contract was awarded through the competitive bidding process in accordance with the Cook County Procurement Code. Quadiant was the lowest, responsive and responsible bidder.

**Sponsors:**

**Indexes:** CHARLES P. GOLBERT, Cook County Public Guardian, (Inactive) IRIS Y. MARTINEZ, Clerk of the Circuit Court

**Code sections:**

**Attachments:**

<b>Date</b>	<b>Ver.</b>	<b>Action By</b>	<b>Action</b>	<b>Result</b>
12/17/2020	1	Board of Commissioners	approve	Pass