



# Board of Commissioners of Cook County

118 North Clark Street  
Chicago, IL

## Legislation Text

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**File #:** 20-2678, **Version:** 1

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### **PROPOSED CONTRACT AMENDMENT**

**Department(s):** Cook County Medical Examiner's Office

**Vendor:** We Type, LLC, Boca Raton, Florida

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

**Good(s) or Service(s):** Transcription Services

**Original Contract Period:** 10/14/2018 - 10/13/2020, with two (2), one (1) year renewal options

**Proposed Amendment Type:** Renewal and Increase

**Proposed Contract Period:** 10/14/2020 - 10/13/2021

**Total Current Contract Amount Authority:** \$112,992.00

**Original Approval (Board or Procurement):** Procurement: 9/17/2018, \$112,992.00

**Increase Requested:** \$60,000.00

**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 \$7,500.00, FY 2021 \$52,500.00

**Accounts:** 11100.1259.17140.521020

**Contract Number(s):** 1735-16676

#### **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 first of two (2), one (1) year renewal options will allow the Medical Examiner's Office to continue to receive transcription services that the pathologists use to transcribe their autopsy reports on a daily basis.

This contract was awarded through a publicly advertised competitive bidding process in accordance with the Cook County Procurement Code. We Type Transcription, LLC was the lowest, responsive and responsible bidder.