



# Board of Commissioners of Cook County

118 North Clark Street  
Chicago, IL

## Legislation Text

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**File #:** 21-4303, **Version:** 1

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### **PROPOSED ORDINANCE AMENDMENT**

#### **REQUESTS FOR QUALIFICATIONS OR PROPOSALS**

**BE IT ORDAINED**, by the Cook County Board of Commissioners, that Chapter 34-Finance, Article IV.-Procurement Codes, Division 2.-Procurement Procedures, Sec.34-138(S) of the Cook County Code is hereby amended as Follows:

#### **Sec. 34-138. EQUITY IN EVALUATION AND SELECTION FOR CONTRACT NEGOTIATIONS.**

Sec 34-138 Evaluation and Selection for Contract Negotiation. The CPO in coordination with the Using Agency shall develop evaluation criteria, which are included in the RFQ or RFP. These criteria may include, but are not limited to, experience and qualifications of the Respondent or Proposer, the quality, content and completeness of the Response or Proposal, the demonstrated willingness and ability of the Respondent or Proposer to satisfy the requirements as described in the RFQ or RFP, and, if applicable, the cost proposal. The evaluation shall be performed by a committee chaired by the CPO or a designee of the CPO with representatives of the Using Agency and other persons designated by the CPO.

The CPO will make every effort to make all selection committees as diverse as possible. The evaluation committee will comprise of at least one woman, one African American and or Hispanic American member on every Request for Proposal and Request for Qualification. In the case that there is no minority qualified and available for the selection committee a reasonable explanation will be provided to the Board of Commissioners before selections are made. Membership and ethnicity on a selection committee shall be made public to the Board of Commissioners after the awards are made.

Respondents or Proposers shall be accorded fair treatment regarding evaluation of their Responses or Proposals. Any or all Respondents or Proposers may be requested to make presentations and/or submit clarifications or revisions to their Responses or Proposals for the purpose of obtaining best and final Responses or Proposals. The Using Agency shall document the results of the evaluation. The contents of the Responses or Proposals shall not be disclosed to competing Respondents or Proposers during the evaluation process or any discussions.

**Effective date:** This ordinance shall be in effect immediately upon adoption.