



Board of Commissioners of Cook County

118 North Clark Street
Chicago, IL

Legislation Text

File #: 14-1507, **Version:** 1

PROPOSED CONTRACT

Department(s): Circuit Court of Cook County, Office of the Chief Judge

Vendor: Chicago Bar Foundation, Chicago, Illinois

Request: Authorization for the Chief Procurement Officer to enter into and execute

Good(s) or Service(s): Professional Services

Contract Value: \$196,680.00

Contract period: 5/1/2014 - 4/30/2017, with two (2) one (1) year renewal options

Potential Fiscal Year Budget Impact: FY 2014 \$37,151.33, FY 2015 \$64,768.92, FY 2016 \$66,655.17, FY 2017 \$28,104.58 with two (2) one (1) year renewal options.

Accounts: 310-260

Contract Number(s): 1390-13098.

Concurrences:

The vendor has met the Minority and Women Owned Business Enterprise Ordinance.

The Chief Procurement Officer concurs

Summary: Services are currently provided by Chicago Bar Foundation (CBF) under Contract No. 10-41-201, scheduled to expire on 4/30/2014. Request for Proposal (RFP) procedures were followed in accordance with Cook County's Procurement Code. In 2013, the Chief Procurement Officer issued an RFP for these services for the Office of the Chief Judge. The CBF was the sole responder to the RFP. The CBF is recommended for the contract based on its qualifications and extensive experience providing help desk services to the Circuit Court of Cook County, the federal court and the City of Chicago.

Since 1995, the CBF has overseen the operation of the off-site legal services and the provision of volunteer attorneys for the Circuit Court's Guardianship Assistance Help Desk for Minors, located on the tenth floor of the George W. Dunne Administration Building. Every year, Help Desk provides free legal assistance to thousands of *pro-se* litigants who are seeking to obtain guardianship of minors in the Probate Division of the Circuit Court of Cook County. The role of the CBF is to coordinate the efforts of more than 200 volunteer lawyers who work in conjunction with court staff to ensure litigants find available legal assistance. In addition, CBF partners with Chicago Volunteer Legal Services (CVLS) to give the Help Desk access to more than 2,000 attorneys willing to provide pro bono legal assistance to the litigants. The CBF also conducts trainings for all volunteers.