



Board of Commissioners of Cook County

118 North Clark Street
Chicago, IL

Legislation Text

File #: 17-5331, **Version:** 1

PROPOSED CONTRACT AMENDMENT

Department(s): Bureau of Administration, Printing and Graphic Services (PGS)

Vendor: Genoa Business Forms, Inc., Sycamore, Illinois

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

Good(s) or Service(s): Printing of Carbonless Forms

Original Contract Period: 1/1/2015 - 12/31/2016, with three (3) one (1) year renewal options

Proposed Contract Period Extension: 1/1/2018 - 12/31/2018

Total Current Contract Amount Authority: \$717,359.20

Original Approval (Board or Procurement): 12/17/2014, \$431,572.80

Previous Board Increase(s) or Extension(s): 9/14/2016, 1/1/2017 - 12/31/2017, \$285,786.40

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

This Increase Requested: \$215,786.40

Potential Fiscal Impact: FY 2018 \$197,786.40; FY 2019 \$18,000.00

Accounts: 011-355

Contract Number(s): 1435-13499

Concurrences:

The vendor has met the Minority-and Women-owned Business Enterprise Ordinance via full MWBE waiver with indirect participation.

The Chief Procurement Officer concurs.

Summary: This increase and second of three (3), one (1) year renewal options that will allow the Bureau of Administration's Printing and Graphic Services to continue to outsource carbonless form printing requests submitted by various County Agencies including the Clerk of the Circuit Court, the Sheriff's Office, the Health and Hospitals System, the State's Attorney's Office, and Adult Probation. This contract amendment will also provide a 10% to 40% savings depending on the quantity of each order.

This contract was awarded through the competitive bidding procedures in accordance with the Cook County Procurement Code. Genoa Business Forms, Inc. was the lowest, responsive and responsible bidder.