



# Board of Commissioners of Cook County

118 North Clark Street  
Chicago, IL

## Legislation Text

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**File #:** 14-1384, **Version:** 1

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### PROPOSED CONTRACT

**Department(s):** Office of Capital Planning and the Office of the Clerk of the Circuit Court

**Vendor:** Smith Movers, Inc., Chicago, Illinois

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

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

**Contract Value:** \$940,500.00

**Contract period:** 2/19/2014 - 4/25/2014

**Potential Fiscal Year Budget Impact:** FY 2014 \$940,500.00

**Accounts:** 499-260

**Contract Number(s):** 1423-13327

**Concurrences:**

Vendor has met the Minority and Women Business Enterprise Ordinance.

The Chief Procurement Officer concurs.

**Summary:** An Invitation for Bid was issued for the 89th Street Facility Warehouse Move. A competitive bid process was followed in accordance with the Cook County Procurement Code. Smith Movers, Inc., Chicago, Illinois was the lowest responsive and responsible bidder and is recommended for this award. The intent of this project is to centralize the Clerk's files and evidence into one warehouse location - Records Center located at 1330 S. 54<sup>th</sup> Avenue, Cicero, Illinois. The work requires that the Contractor provide new boxes as specified for all file storage and transfer all files into new boxes prior to the move. The Contractor will be required to provide all equipment and personnel necessary to re-box, tag, pack, track, move, and place items at the Cicero Records Center. Having one central location for the Clerks records will maximize staff efficiency and reduce overhead costs for the 89<sup>th</sup> street location.