



Board of Commissioners of Cook County

118 North Clark Street
Chicago, IL

Legislation Text

File #: 15-5454, **Version:** 1

PROPOSED CONTRACT AMENDMENT

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

Vendor: Ready Made Staffing, Inc., Chicago, Illinois

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

Good(s) or Service(s): In Person Foreign Language Interpreter Services

Original Contract Period: 11/1/2012 - 10/31/2015

Proposed Contract Period Extension: 11/1/2015 - 4/30/2016

Total Current Contract Amount Authority: \$485,362.50

Original Approval (Board or Procurement): 10/2/2012, \$337,362.50

Previous Board Increase(s) or Extension(s): N/A

Previous Chief Procurement Officer Increase(s) or Extension(s): 12/22/2014, \$148,000.00

This Increase Requested: \$78,000.00

Potential Fiscal Impact: FY 2015: \$40,000.00; FY 2016: \$38,000.00

Accounts: 300-260

Contract Number(s): 12-45-178A

Concurrences:

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

The Chief Procurement Officer concurs.

Summary: Ready Made Staffing, Inc. provides in person foreign language interpreter services primarily involving languages other than English, Spanish and Polish for persons participating in Circuit Court proceedings. Vendor services are requested when the Court's in-house interpreter staff are not available or the requested languages are outside of staff expertise.

A contract extension of six (6) months and an increase of \$78,000 are requested to allow time to complete the procurement bid process and award a new contract for these services.

Competitive bidding procedures were followed in accordance with the Procurement Code. Ready Made Staffing, Inc. was the lowest, responsive and responsible bidder.