



Board of Commissioners of Cook County

118 North Clark Street
Chicago, IL

Legislation Text

File #: 16-2387, **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 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: N/A

Total Current Contract Amount Authority: \$563,362.50

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

Previous Board Increase(s) or Extension(s): 10/7/2015, \$78,000, 11/1/2015 - 4/30/2016

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

This Increase Requested: \$25,000.00

Potential Fiscal Impact: FY 2016 - \$25,000.00

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 for languages other than English, Spanish and Polish to 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 request to increase the contract by \$25,000.00 allowed for an increased demand for these services during the last month of the contract. All services were provided within the prior approved contract period of time. Another firm was recently selected through a competitive bid process to provide services, beginning 5/1/2016, which was approved by this Board in January 2016.

This contract was awarded through a competitive bid process in accordance with the Procurement Code. Ready Made Staffing, Inc. was the lowest, responsive and responsible bidder