



# Board of Commissioners of Cook County

118 North Clark Street  
Chicago, IL

## Legislation Text

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**File #:** 16-2588, **Version:** 1

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### **PROPOSED CONTRACT AMENDMENT**

**Department(s):** Clerk of the Circuit Court

**Vendor:** Trademark Products, Inc., Elk Grove Village, Illinois

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

**Good(s) or Service(s):** Maintenance and Repair of Electric Sealers and Electric Time Stamps

**Original Contract Period:** 7/1/2013 - 6/30/2015, with two (2), one (1) year renewal options

**Proposed Contract Period Extension:** 7/1/2016 - 6/30/2017

**Total Current Contract Amount Authority:** \$94,000.00

**Original Approval (Board or Procurement):** 6/12/2013, \$30,118.50

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

**Previous Chief Procurement Officer Increase(s) or Extension(s):** 10/22/2014, \$20,381.50, 7/1/2015 - 6/30/2016; 8/25/2015, \$43,500.00

**This Increase Requested:** \$13,700.00

**Potential Fiscal Impact:** FY 2016 \$6,850.00; FY 2017 \$6,850.00

**Accounts:** 335-440

**Contract Number(s):** 12-84-210

#### **Concurrences:**

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

The Chief Procurement Officer concurs\

**Summary:** This increase and second of two (2), one (1) year renewal options is needed for continued maintenance, repair, and replacement parts for electric court seals and time stamps in order to avoid interruptions in the operations of the Clerk of the Circuit Court.

The equipment is used on a daily basis to emboss the County seal and document the dates and times court documents are filed with and received by the Clerk of the Circuit Court.

This contract was awarded through the competitive bidding process in accordance with the Cook County Procurement Code. Trademark Products, Inc. was the lowest, responsive and responsible bidder.