



# Board of Commissioners of Cook County

118 North Clark Street  
Chicago, IL

## Legislation Text

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**File #:** 16-5934, **Version:** 1

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### PROPOSED CONTRACT

**Department(s):** Cook County Treasurer

**Vendor:** The Envelope Connection Inc. Chicago, Illinois

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

**Good(s) or Service(s):** Printing and mailing of certified notices of tax delinquencies

**Contract Value:** \$227,760.00

**Contract period:** 12/1/2016 - 11/30/2018, with two (2) one (1) - year renewal options

**Potential Fiscal Year Budget Impact:** FY 2017 \$113,880.00; FY 2018 \$113,880.00

**Accounts:** 534-260 Professional Services

**Contract Number(s):** 1618-15624

**Concurrences:**

The vendor has met the Minority- and Women-owned Business Enterprise Ordinance via direct participation.

The Chief Procurement Officer concurs.

**Summary:** Cook County Treasurer's Office is required to send out delinquent property tax bills before the tax sale. The bills have to be sent certified mail. The Envelope Connection will print and mail out the certified notices.

Competitive bidding procedures were followed in accordance with the Cook County Procurement Code. The Envelope Connection Inc. was the lowest, responsive and responsible bidder.