



# Board of Commissioners of Cook County

118 North Clark Street  
Chicago, IL

## Legislation Text

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**File #:** 20-0783, **Version:** 1

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### **PROPOSED CONTRACT AMENDMENT**

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

**Vendor:** Chicago United Industries, Ltd., Chicago, Illinois

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

**Good(s) or Service(s):** Certified Mail Envelopes

**Original Contract Period:** 5/13/2019 - 5/12/2022, with two (2), one (1) year renewal options

**Proposed Amendment Type:** Increase

**Proposed Contract Period:** N/A

**Total Current Contract Amount Authority:** \$123,300.00

**Original Approval (Board or Procurement):** Procurement, 5/10/2019, \$123,300.00

**Increase Requested:** \$59,184.00

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

**Previous Chief Procurement Officer Increase(s):** N/A

**Previous Board Renewals:** N/A

**Previous Chief Procurement Officer Renewals:** N/A

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

**Previous Chief Procurement Officer Extension(s):** N/A

**Potential Fiscal Impact:** FY 2020 \$19,728.00, FY 2021 \$19,728.00, FY 2022 \$19,728.00

**Accounts:** (11318.1335.18695.520496)

**Contract Number(s):** 1812-17619R

#### **Concurrences:**

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

The Chief Procurement Officer concurs.

**Summary:** This increase will allow the Clerk of the Circuit Court's need for 144,000 certified mail envelopes to be added to an existing County Contract (No. 1812-17619R). Certified Mail Envelopes are used routinely by the Clerk of the Circuit Court - County Division when, as required by law, a record of mail service from a legal filing must be sent through the United States Postal Service to interested parties regarding delinquent property taxes.

This Contract was awarded through a publicly advertised Invitation for Bids (IFB) in accordance with Cook County Procurement Code. Chicago United Industries, Ltd. was the lowest, responsive and responsible bidder.