



Board of Commissioners of Cook County

118 North Clark Street
Chicago, IL

Legislation Text

File #: 21-2928, **Version:** 1

PROPOSED CONTRACT

Department(s): Countywide

Vendor: Office Depot, Boca Raton, Florida

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

Good(s) or Service(s): Office Supplies (Office Supply Products and Furniture)

Contract Value: \$4,077,865.14

Contract period: 10/1/2021 - 9/30/2024, with two (2), one (1) year renewal options

Potential Fiscal Year Budget Impact: FY2021 \$679,644.19, FY2022 \$1,359,288.38; FY2023 \$1,359,288.38; FY 2024 \$679,644.19

Accounts: Countywide 350 Office Supplies

Contract Number(s): 2045-18119A

Concurrences:

The vendor has met the Minority- and Women-owned Business Enterprise Ordinance via direct participation with a full WBE waiver.

The Chief Procurement Officer concurs.

Summary: This Countywide Contract will allow Cook County Using Agencies to receive office supply products and small office furniture such as carts, stands, podiums, bookcases, etc.

In accordance with the Cook County Procurement Code, the Office of the Chief Procurement Officer issued a publicly advertised competitive bid for Office Supplies. The bid said bidders can bid on one, two, or all Groups (Group 1 - Office Supply Products, Group 2 - Ink and Toner, and Group 3 - Furniture), so that up to three awards could be made. Office Depot was the lowest, responsive, and responsible bidder for Group 1 - Office Supply Products and Group 3 - Furniture.