



# Board of Commissioners of Cook County

118 North Clark Street  
Chicago, IL

## Legislation Text

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**File #:** 23-0003, **Version:** 1

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### **PROPOSED CONTRACT AMENDMENT**

**Department(s):** County Clerk

**Vendor:** JJ Collins Sons, Inc., Woodridge, Illinois

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

**Good(s) or Service(s):** Printing and Mailing of Voter Information and Printing Ballot Application Books

**Original Contract Period:** 1/31/2018-1/30/2020, with three (3), one (1) year renewal options

**Proposed Amendment Type:** Extension and Increase

**Proposed Contract Period:** Renewal period 1/31/2023 -5/31/2023

**Total Current Contract Amount Authority:** \$1,355,425.00

**Original Approval (Board or Procurement):** Board, 1/17/2018 \$332,675.00

**Increase Requested:** \$349,000.00

**Previous Board Increase(s):** 1/16/2020, \$282,100.00, 5/13/2021, \$279,000.00, 1/13/2022, \$461,650.00

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

**Previous Board Renewals:** 1/16/2020, 1/31/2020-1/30/2021, 1/13/2022, 1/31/2022-1/30/2023

**Previous Chief Procurement Officer Renewals:** 4/22/2021, 1/31/2021-1/30/2022

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

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

**Potential Fiscal Impact:** FY 2023 \$349,000.00

**Accounts:** 11306.1110.35160.520490 (External Graphics and Reproduction Services)

**Contract Number(s):** 1735-16852

#### **Concurrences:**

The vendor has met the Minority- and Women-owned Business Enterprise Ordinance via full MBE and WBE waiver.

The Chief Procurement Officer concurs.

**Summary:** This increase and extension will allow the Cook County Clerk's Office to mail election information and address confirmation letters to registered voters in Cook County. The service will also allow the Clerk's Office to communicate important information to voters and maintain an accurate register voters list. Additionally, the ballot application books are used by Election Judges to verify a voter's eligibility to vote in the precinct and provide a record of who voted on Election Day. This contract was awarded through a publicly advertised competitive bidding process in accordance with the Cook County Procurement Code. JJ Collins Sons, Inc. was the lowest, responsive and responsible bidder.