



Lake County Illinois

Legislation Text

File #: 12-0229, **Version:** 1

Resolution authorizing a contract with The Office Pal, Lakewood, NJ for the purchase of Toner Cartridges for various Lake County departments in the estimated annual amount of \$89,504.44.

- Lake County extended requests to 102 vendors and 12 bids were received.
- Bids were evaluated on an overall percentage of responsiveness for either name brand and/or equivalent remanufactured toner cartridge.
- Eight bids received ranged from \$89,504.44 to \$113,450, three bids were considered non-responsive.
- The Office Pal was the lowest most responsive and responsible bidder with 100 percent match of items evaluated for brand toner cartridges.
- This contract authorizes a one year agreement with four additional one year renewal options and will cost Lake County an estimated annual spend of \$89,504.44.

WHEREAS, in accordance with Section 5-102 of the Lake County Purchasing Ordinance, bids were called for by publication for Toner Cartridges; and

WHEREAS, subsequent to said publication, an Invitation to Bid was extended to 102 vendors; and

WHEREAS, sealed bids were received from 12 vendors and opened in the County Building, Waukegan, Illinois, on January 20, 2012 at 2:00 p.m.; and

WHEREAS, based on the criteria set forth in the Invitation to Bid; the staff evaluated all bid submittals and determined that the bid submitted by The Office Pal is the most favorable bid for Lake County.

NOW, THEREFORE, BE IT RESOLVED, by this County Board of Lake County, Illinois, that the Purchasing Agent is authorized to enter into a one year contract with four additional one year renewal options with The Office Pal, for the purchase of toner cartridges in the estimated annual amount of \$89,504.44, charged to various Lake County accounts.

DATED at Waukegan, Lake County, Illinois, on March 13, 2012.