

ORDINANCE NO. 015-116

AN ORDINANCE AUTHORIZING
AWARD OF A CONTRACT FOR JUST-
IN-TIME PURCHASING OF OFFICE
SUPPLIES FOR A PERIOD OF THREE
YEARS WITH TWO ONE-YEAR
FUNDED OPTIONS FROM DATE OF
CONTRACT EXECUTION

WHEREAS, The Chicago Transit Authority (the "Authority") desires the ability to purchase non-stock office supplies on an as-needed basis; and

WHEREAS, The Authority, through public advertisement, issued a Request for Proposals ("RFP") for just-in-time purchasing of office supplies for a period of three years with two one-year options; and

WHEREAS, The RFP provided for award to up to two firms to provide these supplies so that employees could select the lowest cost item to meet their needs; and

WHEREAS, Based on the selection committee scoring, Staples Contract & Commercial, Inc. and Office Depot, Inc. were selected as the firms that submitted proposals that best complied with CTA's criteria and were most favorable to the CTA; and

WHEREAS, Staff recommends the Authority enter into a three year contract agreement with two one- year options with Staples Contract & Commercial, Inc. and Office Depot, Inc.; now, therefore:

BE IT ORDAINED BY THE CHICAGO TRANSIT BOARD
OF THE CHICAGO TRANSIT AUTHORITY:

SECTION 1. That based on the statements set forth in the preamble of this ordinance, the Transit Board hereby authorizes award of a three year contract with two one-year options to Staples Contract & Commercial, Inc. and Office Depot, Inc.

SECTION 2. That the Chairman of the Board, or his designee, is hereby authorized to enter into a contract with Staples Contract & Commercial, Inc. and Office Depot, Inc., to provide just-in-time office supplies upon date of execution for a cost not-to-exceed Two Million Three Hundred Thousand Dollars (\$2,300,000.00) under Requisition No. B15OP00061.

SECTION 3. That the Chairman, or his designee, is further authorized to take such actions and execute such documents as may be necessary to implement the objectives of this ordinance.

ORDINANCE NO. 015-116
(Continued) -2

SECTION 4. This ordinance shall be in full force and effect from and after its passage.

APPROVED:

PASSED:

Chairman

October 14, 2015

Assistant Secretary

October 14, 2015