

AMENDMENT NO. 3

This Amendment modifies Contract No. 2045-18119B, for Office Supplies by and between the County of Cook, Illinois, herein referred to as "County" and B2B Supplies USA, LLC d/b/a Printing Supplies USA, LLC, authorized to do business in the State of Illinois hereinafter referred to as "Contractor":

RECITALS

Whereas, the County and Contractor have entered into a Contract approved by the County Board on July 29, 2021, (hereinafter referred to as the "Contract"), wherein the Contractor is to provide Office Supplies (hereinafter referred to as the "Supplies") from August 15, 2021 through August 14, 2024, in an amount not to exceed \$1,921,727.00, with two (2), one (1) year renewal options; and

Whereas, Amendment No. 1 was executed by the Chief Procurement Officer on April 23, 2024, to increase line-item pricing provided in the Contract; and

Whereas, Amendment No. 2 was executed by the Chief Procurement Officer on August 26, 2024, to renew the contract for one (1) year beginning August 15, 2024 through August 14, 2025 and

Whereas, the Contract will expire August 14, 2025, and the agreed upon Supplies are still required; and

Whereas, an increase of the Contract amount is required for the continuation of Supplies; and pursuant to GC-10 of the Contract, the County and Contractor desire to increase the Contract in the amount of \$750,000.00.

Whereas, pursuant to GC- 10 of the Contract, the County and Contractor desire to renew the Contract for one (1) year beginning on August 15, 2025 through August 14, 2026.

Whereas, pursuant to Special Conditions Section SC-08 and SC-23 of the Contract, the County and Contractor desire to increase the line-item pricing provided in the Contract; and

Now therefore, in consideration of mutual covenants contained herein, it is agreed by and between the parties to amend the Contract as follows:

1. The Contract is renewed through August 14, 2026.
2. The Contract is increased by \$750,000.00 and the Total Contract Amount is revised to \$2,671,727.00.
3. The Contract is hereby amended to incorporate the revised line-item pricing in Attachment A (effective July 24, 2025) and made part of the Contract.
4. The Contract is hereby amended to incorporate Attachment A and made part of the Contract.
5. The attached updated Identification of Sub-Contractors/Suppliers/Sub-Consultants Form, MBE/WBE Utilization Plan forms, Certificate of Insurance, and Economic Disclosures Statement under Attachment B are incorporated and made a part of this Contract.

5. All other terms and conditions remain as stated in the Contract.

In witness whereof and pursuant to County Board approval on July 24, 2025 the County and Contractor have caused this Amendment No. 3 to be executed on the date and year last written below.

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County of Cook, Illinois

B2B Supplies USA, LLC d/b/a Printing Supplies USA, LLC

By: **Raffi Sarrafian**
Chief Procurement Officer

Digitally signed by Raffi Sarrafian
Date: 2025.08.11 11:17:00 -05'00'


Signed

Date: _____

Luke Xu
Type or print name

By: *James Beligratis*
State's Attorney

James Beligratis
Type or print name

President
Title

Date: June 30, 2025

Date: **5/28/2025**

Contract No. 2045-18119B Amendment No. 3
Vendor Name: B2B Supplies USA, LLC d/b/a Printing Supplies USA, LLC

ATTACHMENT A

Item#	Current Contract Price	241101 HP Price Increase	Non-HP Increase	New Price 250206	250504 HP Price Increase	New Price 250427
CE390A	\$ 131.96	3%		\$ 135.92	10%	\$ 149.51
CF280A	\$ 84.51	3%		\$ 87.05	10%	\$ 95.76
CF226A	\$ 98.40	3%		\$ 101.35	10%	\$ 111.49
XER106R01411	\$ 103.35			\$ 103.35		\$ 103.35
CE505A	\$ 68.30	3%		\$ 70.35	10%	\$ 77.39
CC364A	\$ 116.93	3%		\$ 120.44	10%	\$ 132.49
CE255A	\$ 113.45	3%		\$ 116.85	10%	\$ 128.53
Q7551A	\$ 71.66			\$ 71.66		\$ 71.66
CE260A	\$ 127.34	3%		\$ 131.16	10%	\$ 144.27
CE261A	\$ 230.37	3%		\$ 237.28	10%	\$ 261.01
CE262A	\$ 230.37	3%		\$ 237.28	10%	\$ 261.01
C8543X	\$ 184.06	3%		\$ 189.58	10%	\$ 208.54
Q1338A	\$ 97.24			Discontinued		Discontinued
CE263A	\$ 231.52	3%		\$ 238.47	10%	\$ 262.32
CE401A	\$ 175.95	3%		\$ 181.23	10%	\$ 199.36
CE403A	\$ 177.11	3%		\$ 182.42	10%	\$ 200.67
Q5942A	\$ 109.97	3%		\$ 113.27	10%	\$ 124.60
CE402AG	\$ 177.11	3%		\$ 182.42	10%	\$ 200.67
CE400A	\$ 118.07	3%		\$ 121.61	10%	\$ 133.77
Q5942X	\$ 147.02			\$ 147.02		\$ 147.02
CC364X	\$ 199.11	3%		\$ 205.08	10%	\$ 225.59
CF440AM	\$ 303.28	3%		\$ 312.38	10%	\$ 343.62
OD90A	\$ 30.00		\$ 5.00	\$ 35.00		\$ 35.00
CF381A	\$ 118.07	3%		\$ 121.61	10%	\$ 133.76
CF361A	\$ 196.79	3%		\$ 202.69	10%	\$ 222.97
CF362A	\$ 196.79	3%		\$ 202.69	10%	\$ 222.97
CF360A	\$ 159.75	3%		\$ 164.54	10%	\$ 180.99
CF382A	\$ 118.07	3%		\$ 121.61	10%	\$ 133.76
CE412A	\$ 94.93	3%		\$ 97.77	10%	\$ 107.54
CF383A	\$ 118.07	3%		\$ 121.61	10%	\$ 133.76
CF363A	\$ 196.79	3%		\$ 202.69	10%	\$ 222.97
CE411A	\$ 94.93	3%		\$ 97.77	10%	\$ 107.54
CF380XD	\$ 187.43			Discontinued		Discontinued
CE410X	\$ 85.66	3%		\$ 88.24	10%	\$ 97.06
9GG2G	\$ 275.00			\$ 275.00		\$ 275.00
CE390XD	\$ 510.52	3%		\$ 525.84	10%	\$ 578.42
CE413AG	\$ 94.93	3%		\$ 97.77	10%	\$ 107.54
CE505D	\$ 157.44	3%		\$ 162.16	10%	\$ 178.37
C9723A	\$ 170.00			\$ 170.00		\$ 170.00
OD27TM	\$ 30.00			\$ 30.00		\$ 30.00
C9720A	\$ 125.00			\$ 125.00		\$ 125.00
C9721A	\$ 170.00			\$ 170.00		\$ 170.00
C8061X	\$ 13.00			\$ 13.00		\$ 13.00

CF230X	\$ 92.60	3%		\$ 95.38	10%	\$ 104.92
MCR11AM	\$ 48.00			\$ 48.00		\$ 48.00
101R00555	\$ 31.77			\$ 31.77		\$ 31.77
CE390X	\$ 230.37	3%		\$ 237.28	10%	\$ 261.01
C9731A	\$ 302.08	3%		\$ 311.14	10%	\$ 342.25
CF287A	\$ 233.84	3%		\$ 240.86	10%	\$ 264.95
MCMMICRTHN26A	\$ 65.00			\$ 65.00		\$ 65.00
OD38A	\$ 35.00		\$ 5.00	\$ 40.00		\$ 40.00
TN460	\$ 82.01		5%	\$ 86.11		\$ 86.11
N9K28AN#140	\$ 96.07	3%		\$ 98.95	10%	\$ 108.85
C9722A	\$ 170.00			\$ 170.00		\$ 170.00
Q5952A	\$ 231.53	3%		\$ 238.48	10%	\$ 262.32
DR400	\$ 141.57		5%	\$ 148.65		\$ 148.65
C9733A	\$ 302.08	3%		\$ 311.14	10%	\$ 342.25
HEWCF232A	\$ 83.36	3%		\$ 85.86	10%	\$ 94.44
52D1000	\$ 134.09		5%	\$ 140.79		\$ 140.79
Q5950A	\$ 163.22	3%		\$ 168.12	10%	\$ 184.93
CF380A	\$ 87.99	3%		\$ 90.63	10%	\$ 99.69
TRS0281301001	\$ 611.23			\$ 611.23		\$ 611.23
1557A002BA	\$ 25.00			\$ 25.00		\$ 25.00
CF280X	\$ 165.54	3%		\$ 170.51	10%	\$ 187.56
CF230A	\$ 71.66	3%		\$ 73.81	10%	\$ 81.19
Q5953A	\$ 231.53	3%		\$ 238.48	10%	\$ 262.32
CF380X	\$ 106.49	3%		\$ 109.68	10%	\$ 120.64
Q7551X	\$ 153.24			Discontinued		Discontinued
CB401A	\$ 201.60			\$ 201.60		\$ 201.60
CE410A	\$ 67.14	3%		\$ 69.16	10%	\$ 76.08
Q5951A	\$ 231.53	3%		\$ 238.48	10%	\$ 262.32
12A7462	\$ 201.30			\$ 201.30		\$ 201.30
CB381A	\$ 276.72			\$ 276.72		\$ 276.72
OD82X	\$ 55.00			\$ 55.00		\$ 55.00
CF251AM	\$ 292.88	3%		\$ 301.67	10%	\$ 331.83
M11XH	\$ 151.00			\$ 151.00		\$ 151.00
Q2612A	\$ 56.72	3%		\$ 58.42	10%	\$ 64.26
CF281A	\$ 187.53	3%		\$ 193.16	10%	\$ 212.48
CN632A	\$ 141.75	5%		\$ 148.84	14%	\$ 169.38
C2P01FN#140	\$ 92.00	3%		\$ 94.76	10%	\$ 104.24
CF363X	\$ 294.04	3%		\$ 302.86	10%	\$ 333.15
DLLF362T	\$ 283.00			\$ 283.00		\$ 283.00
TN430	\$ 62.37		5%	\$ 65.49		\$ 65.49
SU700A	\$ 55.00	3%		\$ 56.66	10%	\$ 62.32
MCMMICRTHN26A	\$ 65.00			\$ 65.00		\$ 65.00
CE252A	\$ 261.62	3%		\$ 269.47	10%	\$ 296.42
C2P06AN#140	\$ 20.63	3%		\$ 21.25	10%	\$ 23.38
CB402A	\$ 201.60			\$ 201.60		\$ 201.60
CE260X	\$ 218.80	3%		\$ 225.36		\$ 225.36
CF280XD	\$ 313.71	3%		\$ 323.12	10%	\$ 355.43

CE400X	\$ 196.80	3%		\$ 202.70	10%	\$ 222.96
CF258A	\$ 109.98	3%		\$ 113.28	10%	\$ 124.61
CN635A	\$ 141.75	5%		\$ 148.84	14%	\$ 169.38
DR420	\$ 83.16		5%	\$ 87.32		\$ 87.32
CF360X	\$ 211.84	3%		\$ 218.20	10%	\$ 240.02
F6T80AN	\$ 62.50	3%		\$ 64.38	10%	\$ 70.82
CE259A	\$ 183.02			Discontinued		Discontinued
CF410A	\$ 78.72	3%		\$ 81.08	10%	\$ 89.19
F6T80AN	\$ 62.50	3%		\$ 64.38	10%	\$ 70.82
L0R89AN	\$ 70.80	3%		\$ 72.93	10%	\$ 80.22
T0B29A	\$ 137.09	3%		\$ 141.20	10%	\$ 155.32
Q7553A	\$ 68.36	3%		\$ 70.42	10%	\$ 77.46

Contract No. 2045-18119B Amendment No. 3
Vendor Name: B2B Supplies USA, LLC d/b/a Printing Supplies USA, LLC

ATTACHMENT B

Cook County
Office of the Chief Procurement Officer
Identification of Subcontractor/Supplier/Subconsultant Form

OCPO ONLY:	
<input type="checkbox"/>	Disqualification
<input checked="" type="checkbox"/>	Check Complete

The Bidder/Proposer/Respondent ("the Contractor") will fully complete and execute and submit an Identification of Subcontractor/Supplier/Subconsultant Form ("ISF") with each Bid, Request for Proposal, and Request for Qualification. **The Contractor must complete the ISF for each Subcontractor, Supplier or Subconsultant which shall be used on the Contract.** In the event that there are any changes in the utilization of Subcontractors, Suppliers or Subconsultants, the Contractor must file an updated ISF.


Bid/RFP/RFQ No.: 2045-18119B-A3	Date: 5/27/2025
Total Bid or Proposal Amount: \$2,671,727.00	Contract Title: Office Supplies (Ink and Toner)
Contractor: B2B Supplies USA LLC dba Printing Supplies	Subcontractor/Supplier/ Subconsultant to be added or substitute: N/A
Authorized Contact for Contractor: Luke Xu	Authorized Contact for Subcontractor/Supplier/ Subconsultant: N/A
Email Address (Contractor): customercare@printingsuppliesusa.com	Email Address (Subcontractor): N/A
Company Address (Contractor): 10 Schalks Crossing Road, Suite 501A-301	Company Address (Subcontractor): N/A
City, State and Zip (Contractor): Plainsboro, NJ 08536	City, State and Zip (Subcontractor): N/A
Telephone and Fax (Contractor): Tel/Fax:609-799-3800	Telephone and Fax (Subcontractor): N/A
Estimated Start and Completion Dates (Contractor): 8/15/2025 - 8/14/2026	Estimated Start and Completion Dates (Subcontractor): N/A

Note: Upon request, a copy of all written subcontractor agreements must be provided to the OCPO.

<u>Description of Services or Supplies</u>	<u>Total Price of Subcontract for Services or Supplies</u>
Supply ink and toner cartrdiges countywide	N/A

The subcontract documents will incorporate all requirements of the Contract awarded to the Contractor as applicable. The subcontract will in no way hinder the Subcontractor/Supplier/Subconsultant from maintaining its progress on any other contract on which it is either a Subcontractor/Supplier/Subconsultant or principal contractor. This disclosure is made with the understanding that the Contractor is not under any circumstances relieved of its abilities and obligations, and is responsible for the organization, performance, and quality of work. **This form does not approve any proposed changes, revisions or modifications to the contract approved MBE/WBE Utilization Plan. Any changes to the contract's approved MBE/WBE/Utilization Plan must be submitted to the Office of the Contract Compliance.**

B2B Supplies USA LLC dba Printing Supplies USA LLC

Contractor
 Luke Xu
 Name
 President
 Title  5/27/2025
 Prime Contractor Signature Date



COOK COUNTY
OFFICE OF THE
**Chief Procurement
Officer**

161 N. Clark
Suite 2300
Chicago, Illinois 60601

Date: June 05, 2025

TO: Raffi Sarrafian, Chief Procurement Officer
Office of the Chief Procurement Officer

FROM: JEANETTA CARDINE
Jeanetta Cardine, Deputy Director
Compliance Center of Excellence
Center of Business Enterprise Development

RE: Contract No. 2045-18119B Amendment 3
Office Supplies
Office of the Chief Judge
Contractor: B2B Supplies USA, LLC dba Printing Supplies USA, LLC.
Original Contract Value: \$1,921,727.00
Original Contract Term: August 15, 2021 – August 14, 2024
Amendment 1 Increased line-item unit prices with no change to contract term or dollar value
Amendment 2 extends the contract for one year through August 14, 2025, with no change to contract value
Revised Contract Term: August 15, 2021 – August 14, 2025
Amendment 3 Increases the contract value by \$750,000.00 for a new revised contract value of \$2,671,727.00
and extends the contract one year through August 14, 2026.
Revised Contract Value: \$2,671,727.00
Revised Contract Term: August 15, 2021 – August 14, 2026
Competitive Bid – Goods & Services
Participation Goal: 25% MBE & 10% WBE

The Center of Business Enterprise Development is in receipt of the above-referenced contract amendment and has reviewed this contract for compliance with the Minority- and Women- owned Business Enterprises (MBE/WBE) Ordinance. After careful review of our records as reported by the vendor, it has been determined the vendor is in compliance with the MBE/WBE Ordinance. The original contract award as well as Amendment 1 included full 25% MBE and 10% WBE waivers, whereas Amendment 2 was for time only with no change to the contract value, a new MBE and WBE waiver did not need to be processed. As amendment 3 does have an increase, a waiver was requested and granted.

JC/ma

CC: YaZeed Knaan, (OCPO)
Michael Carroll, (Office of the Chief Judge)



MBE/WBE UTILIZATION PLAN - FORM 1

BIDDER/PROPOSER HEREBY STATES that all MBE/WBE firms included in this Plan are certified MBEs/WBEs by at least one of the entities listed in the General Conditions – Section 19.

I. BIDDER/PROPOSER MBE/WBE STATUS: (check the appropriate line)

Bidder/Proposer is a certified MBE or WBE firm. (If so, attach copy of current Letter of Certification)

Bidder/Proposer is a Joint Venture and one or more Joint Venture partners are certified MBEs or WBEs. (If so, attach copies of Letter(s) of Certification, a copy of Joint Venture Agreement clearly describing the role of the MBE/WBE firm(s) and its ownership interest in the Joint Venture and a completed Joint Venture Affidavit.

Bidder/Proposer is not a certified MBE or WBE firm, nor a Joint Venture with MBE/WBE partners, but will utilize MBE and WBE firms either directly or indirectly in the performance of the Contract. (If so, complete Sections II below and the Letter(s) of Intent – Form 2).

II.

Direct Participation of MBE/WBE Firms

Indirect Participation of MBE/WBE Firms

NOTE: Where goals have not been achieved through direct participation, Bidder/Proposer shall include documentation outlining efforts to achieve Direct Participation at the time of Bid/Proposal submission. Indirect Participation will only be considered after all efforts to achieve Direct Participation have been exhausted. Only after written documentation of Good Faith Efforts is received will Indirect Participation be considered.

MBEs/WBEs that will perform as subcontractors/suppliers/consultants include the following:

MBE/WBE Firm: _____

Address: _____

E-mail: _____

Contact Person: _____ Phone: _____

Dollar Amount Participation: \$ _____

Percent Amount of Participation: _____ %

*Letter of Intent attached?

Yes

No

*Current Letter of Certification attached?

Yes

No

MBE/WBE Firm: _____

Address: _____

E-mail: _____

Contact Person: _____ Phone: _____

Dollar Amount Participation: \$ _____

Percent Amount of Participation: _____ %

*Letter of Intent attached?

Yes

No

*Current Letter of Certification attached?

Yes

No

Attach additional sheets as needed.

*** Letter(s) of Intent and current Letters of Certification must be submitted at the time of bid.**



MBE/WBE LETTER OF INTENT - FORM 2

M/WBE Firm: _____

Certifying Agency: _____

Contact Person: _____

Certification Expiration Date: _____

Address: _____

Ethnicity: _____

City/State: _____ Zip: _____

Bid/Proposal/Contract #: _____

Phone: _____ Fax: _____

FEIN #: _____

Email: _____

Participation: Direct Indirect

Will the M/WBE firm be subcontracting any of the goods or services of this contract to another firm?

No Yes – Please attach explanation. Proposed Subcontractor(s): _____

The undersigned M/WBE is prepared to provide the following Commodities/Services for the above named Project/ Contract: *(If more space is needed to fully describe M/WBE Firm's proposed scope of work and/or payment schedule, attach additional sheets)*

Indicate the **Dollar Amount, Percentage**, and the **Terms of Payment** for the above-described Commodities/ Services:

THE UNDERSIGNED PARTIES AGREE that this Letter of Intent will become a binding Subcontract Agreement for the above work, conditioned upon (1) the Bidder/Proposer's receipt of a signed contract from the County of Cook; (2) Undersigned Subcontractor remaining compliant with all relevant credentials, codes, ordinances and statutes required by Contractor, Cook County, and the State to participate as a MBE/WBE firm for the above work. The Undersigned Parties do also certify that they did not affix their signatures to this document until all areas under Description of Service/ Supply and Fee/Cost were completed.

Signature (M/WBE)

Signature (Prime Bidder/Proposer)

Print Name

Print Name

Firm Name

Firm Name

Date

Date

Subscribed and sworn before me

Subscribed and sworn before me

this ____ day of _____, 20____.

this ____ day of _____, 20____.

Notary Public _____

Notary Public _____

SEAL

SEAL

PETITION FOR PARTIAL OR FULL WAIVER – FORM 3

Bidder/Proposer: B2B Supplies USA LLC dba Printing Supplies USA LLC
Contract No./Title: 2045-18119B/Office Supplies (Ink and Toner)

A. BIDDER/PROPOSER HEREBY REQUESTS:

<input checked="" type="checkbox"/> FULL MBE WAIVER	<input type="checkbox"/> PARTIAL MBE WAIVER
<input checked="" type="checkbox"/> FULL WBE WAIVER	<input type="checkbox"/> PARTIAL WBE WAIVER
<input type="checkbox"/> FULL DBE WAIVER	<input type="checkbox"/> PARTIAL DBE WAIVER

B. REASON FOR PARTIAL/FULL WAIVER REQUEST:

Bidder/Proposer shall check each item applicable to its overall reason for a waiver request. Additionally, supporting documentation shall be submitted with this request.

- (1) Lack of sufficient qualified MBEs and/or WBEs capable of providing the goods or services required by the contract.
- (2) The specifications and necessary requirements for performing the contract make it impossible or economically infeasible to divide the contract to enable the contractor to utilize MBEs and/or WBEs in accordance with the applicable participation.
- (3) Price(s) quoted by potential MBEs and/or WBEs are above competitive levels and increase cost of doing business and would make acceptance of such MBE and/or WBE bid economically impracticable, taking into consideration the percentage of total contract price represented by such MBE and/or WBE bid.
- (4) There are other relevant factors making it impossible or economically infeasible to utilize MBE and/or WBE firms.

GOOD FAITH EFFORT TRANSPARENCY REPORT

C. GOOD FAITH EFFORTS TO OBTAIN PARTICIPATION (attach sheets as necessary as Schedule 1)

Bidder/Proposer shall explain and detail the following Good Faith Efforts undertaken to meet Cook County's contract specific goals.

1. Please attach to this form a detailed list of any and all PCEs, stating the PCE certification (MBE and/or WBE as defined by the Cook County Municipal Code) and with whom from the contacted PCEs the Bidder/Proposer engaged, contacted, and/or communicated with in the County's Market Place;
Timelines:
 - a. When the Bidder/Proposer knew of the bid;
 - b. When the Bidder/Proposer contacted the PCE(s);
 - c. When the Bidder/Proposer formulated its bid and utilization plan;
and
 - d. When was the bid request due date.

2. The number of timely attempts to contact PCEs providing the type of supplies, equipment, goods, and/or services required for the Procurement, including but not limited to;
 - a. Dates of each contact attempt for each contacted PCE;
 - b. Whom, if anyone, the Bidder/Proposer communicated and/or corresponded (including written, virtual, digital, electronic, and other feasible methods of communication);
 - c. The number of unsuccessful attempts to communicate or correspond with PCEs; and
 - d. Attach copies of all solicitations to contacted PCEs.

3. How the Bidder/Proposer proposed to divide the procurement requirements into small tasks and/or quantities into economically feasible units to promote PCE participation.

4. Whether and to what degree the requesting party will endeavor to maximize indirect participation.

5. Detailed explanation of use, if any, of the Center of Business Enterprise Development Compliance services and staff.

6. Detailed explanation of timely notification and usage of services and assistance provided by community, minority, and/or women business organizations.

7. Attach any other documentation relative to Good Faith Efforts in complying with MBE and WBE participation.

GOOD FAITH EFFORT TRANSPARENCY REPORT

By signing below, I affirm under penalty of perjury the information provided in the Petition for Full or Partial Waiver/Good Faith Effort Transparency Report is truthful, accurate, and complete, to the best of my knowledge and capacity. I agree any finding of false, fraudulent, and/or otherwise misleading information will automatically disqualify the request for a waiver and County's Center of Business Enterprise Development reserves the right to pursue additional actions and/or remedies against the requesting Bidder/Proposer.



President

5/27/2025

Signature and Title of Bidder/Proposer

Title

Date

Cook County MBE/WBE Non-Construction Certification Reciprocal Affidavit

Firm Name _____

Address _____ City _____

County _____ State _____ Zip _____

Phone (____) _____ Email _____

I _____,
(Authorized Representative) *(Print Title)*

of _____ do hereby affirm:
(Name of Firm)

- 1) _____ is a Minority and/or Women Business Enterprise currently
(Name of Firm)
certified by the City of Chicago as: [] Black- [] Hispanic- [] Asian- [] Woman-owned business.
- 2) With respect to _____, the personal net worth of the qualifying
(Name of Firm)
(51%) individual(s) does not exceed \$2,767,082.23, excluding the individual's ownership interest in the M/WBE firm and the equity of the owner's primary residence, and otherwise meets the requirements of Chapter 34, Article IV of the Cook County Procurement Code. (As per Section 34-263 of the Cook County Procurement Code, an individual's personal net worth includes only his or her own Share of assets held jointly or as community/marital property with the individual's spouse.)
- 3) The average annual gross receipts of _____,
(Name of Firm)
as derived from tax filings over the five most recent years, does not exceed the Small Business Size Standards published by the U.S. Small Business Administration found in Title 13, Code of Federal Regulations, Part 121. (<http://www.sba.gov/content/small-business-size-standards>)

Upon penalty of perjury, I _____ affirm that, to the best of my knowledge
(Authorized Representative)
and belief, the information herein is true and accurate.

Signature _____ Title _____ Date _____

Subscribed and sworn to before me this _____ day of _____ / _____
(Month) (Year)

(Notary's Signature)

Notary's Seal

My Commission Expires _____

Re: CONTRACT NO. 2045-18119B - OFFICE SUPPLIES (Toner)

From PSUSA Bid <bid@printingsuppliesusa.com>
Date Wed 5/28/2025 12:59 PM
To Phyllis Spilman <phyllis@cost-copy.com>
Cc luke@printingsuppliesusa.com <luke@printingsuppliesusa.com>

Hi Phyllis,

Thank you for your response. From what we see, there are no orders for Sharp and Toshiba toners from Cook County. We will keep an eye out on this and reach out to you.

Regards,
Government and Education
B2B Supplies USA LLC dba Printing Supplies USA LLC
10 Schalks Crossing Road, Suite 501A-301
Plainsboro, NJ 08536
Tel: (609) 799-3800
Fax: (609) 228-7579

www.PrintingSuppliesUSA.com
bid@PrintingSuppliesUSA.com



From: Phyllis Spilman <phyllis@cost-copy.com>
Sent: Wednesday, May 28, 2025 11:48 AM
To: PSUSA Bid <bid@printingsuppliesusa.com>
Subject: Re: CONTRACT NO. 2045-18119B - OFFICE SUPPLIES (Toner)

Thank you for your inquiry, but being that most of the toners requested are HP we know that we would not be competitive in pricing as we are not an HP distributor. We can likely be competitive for Sharp and Toshiba toners should that be needed in the future.

Sincerely,

Phyllis Spilman

CostPerCopyConsultants, Inc.

942 Turret Court, Mundelein, IL 60060

Phone: (847) 949-5678

www.cost-copy.com

"WBE" Women-Owned Business Enterprise

phyllis@cost-copy.com

On 5/28/2025 10:34 AM, PSUSA Bid wrote:

Hi,

We got your contact information from Cook County M/W/VBE Directory.

Would you advise if you are interested to be our subcontractor for Office Supplies Contract 2045-18119B (Toner, Cook County, IL)? If so, would you quote according to the attached list of toner items (including shipping)? Quantity listed are annual quantity.

We would need you to email us the quote by Friday, 5/30/2025 1pm est.

Thank you.

Government and Education

B2B Supplies USA LLC dba Printing Supplies USA LLC

10 Schalks Crossing Road, Suite 501A-301

Plainsboro, NJ 08536

Tel: (609) 799-3800

Fax: (609) 228-7579

www.PrintingSuppliesUSA.com

bid@PrintingSuppliesUSA.com



CONTRACT NO. 2045-18119B - OFFICE SUPPLIES (Toner)

From PSUSA Bid <bid@printingsuppliesusa.com>

Date Wed 5/28/2025 11:35 AM

To info@costpercopyconsultants.com <info@costpercopyconsultants.com>

 1 attachment (19 KB)

2045-18119 Tab Sheet (Toner).xlsx;

Hi,

We got your contact information from Cook County M/W/VBE Directory.

Would you advise if you are interested to be our subcontractor for Office Supplies Contract 2045-18119B (Toner, Cook County, IL)? If so, would you quote according to the attached list of toner items (including shipping)? Quantity listed are annual quantity.

We would need you to email us the quote by Friday, 5/30/2025 1pm est.

Thank you.

Government and Education

B2B Supplies USA LLC dba Printing Supplies USA LLC

10 Schalks Crossing Road, Suite 501A-301

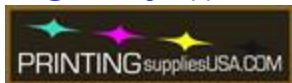
Plainsboro, NJ 08536

Tel: (609) 799-3800

Fax: (609) 228-7579

www.PrintingSuppliesUSA.com

bid@PrintingSuppliesUSA.com



Undeliverable: CONTRACT NO. 2045-18119B - OFFICE SUPPLIES (Toner)

From Microsoft Outlook <MicrosoftExchange329e71ec88ae4615bbc36ab6ce41109e@NETORGFT8180308.onmicrosoft.com>

Date Wed 5/28/2025 11:30 AM

To cw0207@cartridgeworldusa.com <cw0207@cartridgeworldusa.com>

1 attachment (290 KB)

CONTRACT NO. 2045-18119B - OFFICE SUPPLIES (Toner);



Your message to cw0207@cartridgeworldusa.com couldn't be delivered.

cw0207 wasn't found at [cartridgeworldusa.com](https://www.cartridgeworldusa.com).

bid	Office 365	cw0207
Action Required		Recipient

Unknown To address

How to Fix It

The address might be misspelled or might not exist. Try one or more of the following:

- **Retype the recipient's address, then resend the message** - If you're using Outlook, open this non-delivery report message and click **Send Again** from the menu or ribbon. In Outlook on the web, select this message, and then click the "**To send this message again, click here.**" link located just above the message preview window. In the To or Cc line, delete and then retype the entire recipient's address (ignore any address suggestions). After typing the complete address, click **Send** to resend the message. If you're using an email program other than Outlook or Outlook on the web, follow its standard way for resending a message. Just be sure to delete and retype the recipient's entire address before resending it.
- **Remove the recipient from the recipient Auto-Complete List, then resend the message** - If you're using Outlook or Outlook on the web, follow the steps in the "Remove the recipient from the recipient Auto-Complete List" section of [this article](#). Then resend the message. Be sure to delete and retype the recipient's entire address before clicking **Send**.
- **Contact the recipient by some other means**, (by phone, for example) to confirm you're using the right address. Ask them if they've set up an email forwarding rule that could be forwarding your message to an incorrect address.

If the problem continues, ask the recipient to tell their email admin about the problem, and give them the error (and the name of the server that reported it) shown below. It's likely that only the recipient's email admin can fix this problem.

Was this helpful? [Send feedback to Microsoft](#).

More Info for Email Admins

Status code: 550 5.4.1

This error occurred because a message was sent to an email address hosted by Office 365, but the address doesn't exist in the receiving organization's Office 365 directory.

Directory Based Edge Blocking (DBEB) is enabled for cartridgeworldusa.com, and DBEB rejects messages addressed to recipients who don't exist in the receiving organization's Office 365 directory. This error is reported by the recipient domain's email server, but most often it can be fixed by the person who sent the message. If the steps in the **How to Fix It** section above don't fix the problem, and you're the email admin for the recipient, try one or more of the following:

Check that the email address exists and is correct - Confirm that the recipient address exists in your Office 365 directory, is correct, and is accepting messages.

Synchronize your directories - Make sure directory synchronization is working correctly, and that the recipient's email address exists in both Office 365 and in your on-premises directory.

Check for errant forwarding rules - Check for forwarding rules for the original recipient that might be trying to forward the message to an invalid address. Forwarding can be set up by an admin via mail flow rules or mailbox forwarding address settings, or by the recipient via the Forwarding or Inbox Rules features.

Make sure the recipient has a valid license - Make sure the recipient has an Office 365 license assigned to them. The recipient's email admin can use the Office 365 admin center to assign a license to them (Users > Active Users > Select the recipient > Assigned License > Edit).

Make sure that mail flow settings and MX records are correct - Misconfigured mail flow or MX record settings can cause this error. Check your Office 365 mail flow settings to make sure your domain and any mail flow connectors are set up correctly. Also, work with your domain registrar to make sure the MX records for your domain are set up correctly.

For more information and additional tips to fix this issue, see [this article](#).

Original Message Details

Created Date: 5/28/2025 3:30:28 PM
Sender Address: bid@printingsuppliesusa.com
Recipient Address: cw0207@cartridgeworldusa.com
Subject: CONTRACT NO. 2045-18119B - OFFICE SUPPLIES (Toner)

Error Details

Error: 550 5.4.1 Recipient address rejected: Access denied. For more information see <https://aka.ms/EXOSmtpErrors>
[CH2PEPF00000147.namprd02.prod.outlook.com 2025-05-28T15:30:38.039Z 08DD9B69AA469F1C]
Message rejected by: CH2PEPF00000147.mail.protection.outlook.com

Notification Details

Sent by: CY8PR17MB6407.namprd17.prod.outlook.com

Message Hops

HOP	TIME (UTC)	FROM	TO	WITH	RELAY TIME
1	5/28/2025 3:30:28 PM	SA1PR17MB5272.namprd17.prod.outlook.com	SA1PR17MB5272.namprd17.prod.outlook.com	mapi	*
2	5/28/2025 3:30:28 PM	SA1PR17MB5272.namprd17.prod.outlook.com	CY8PR17MB6407.namprd17.prod.outlook.com	Microsoft SMTP Server (version=TLS1_2, cipher=TLS_ECDHE_RSA_WITH_AES_256_GCM_SHA384)	*

Original Message Headers

ARC-Seal: i=1; a=rsa-sha256; s=arcselector10001; d=microsoft.com; cv=none;

b=j1GfagCySlUq8qC2P4x8g61fJXcsjGt00rkCbuwoA+jnB0ID4VtJ+12XuABTGMHzKVxIFhlC05Q094EBgyCQhwZtFe9ZB7YRLRQ7c2mR0qyrGNjdFTwAzJ4aSS2zHM+YrcE+/QQssHDZqCFjf9CF11TnvuzawZb6fGF3kkh06d4gsMSDfMYKETGDM+KR4Z19TWAMvm/mBci7CrjIM0cw4cRA08vifDx2sHvrLUK6JPq+GvK37uz/yRlRjSnfzCbZlQ8BsW5QuvKjKbK03gVwVz/5on49m8akh9Q8XQdCKh6Y44PE3ocsPWzLIVrja/FQ+6iyY/ZoRgRmbenB8ISe1Q==

ARC-Message-Signature: i=1; a=rsa-sha256; c=relaxed/relaxed; d=microsoft.com; s=arcselector10001;

h=From:Date:Subject:Message-ID:Content-Type:MIME-Version:X-MS-Exchange-AntiSpam-MessageData-ChunkCount:X-MS-Exchange-AntiSpam-MessageData-0:X-MS-Exchange-AntiSpam-MessageData-1;

bh=j++JvRcuXV8qmds99ePlzVA1aLxp7W1oTm6xikyfNgA=;

b=CZ5y8Wjr7tct4iS3R4YV3JKjcK95aDFedRwCYSSAcBjYqMoUPf8j0d+/fzMGHGEXGxc3fWcR72BwncvaLk+4V5QeEsNrr4aqvWnC8oVrH/PYq8XUU14bK9vuqilt5BN1MeXqDExcM44+mgx07X15A0SSfHaVffFnI+A1Nj1mf39RHn83ITQcSjZ1S0DUGY4UHf3QvHwkbAatghew4mconInzGvgELrahzqGvRdZK+HB7o7xSWlG0x7U1S6aaAoOncZ+hBn74Dwt0iBKj3mFW5MM7w0FP9v/EmiI2W2r3yJfBOMCc7C80ST1n5rPjTB7tkLuuq9p1HQb11wt10yduUQ==

ARC-Authentication-Results: i=1; mx.microsoft.com 1; spf=pass smtp.mailfrom=printingsuppliesusa.com; dmarc=pass action=none header.from=printingsuppliesusa.com; dkim=pass header.d=printingsuppliesusa.com; arc=none

Received: from SA1PR17MB5272.namprd17.prod.outlook.com (2603:10b6:806:1d3::11) by CY8PR17MB6407.namprd17.prod.outlook.com (2603:10b6:930:74::9) with Microsoft SMTP Server (version=TLS1_2, cipher=TLS_ECDHE_RSA_WITH_AES_256_GCM_SHA384) id 15.20.8746.40; Wed, 28 May 2025 15:30:28 +0000

Received: from SA1PR17MB5272.namprd17.prod.outlook.com ([fe80::8380:7bed:104e:28ba]) by SA1PR17MB5272.namprd17.prod.outlook.com ([fe80::8380:7bed:104e:28ba%4]) with mapi id 15.20.8746.030; Wed, 28 May 2025 15:30:28 +0000

From: PSUSA Bid <bid@printingsuppliesusa.com>
To: "cw0207@cartridgeworldusa.com" <cw0207@cartridgeworldusa.com>
Subject: CONTRACT NO. 2045-18119B - OFFICE SUPPLIES (Toner)
Thread-Topic: CONTRACT NO. 2045-18119B - OFFICE SUPPLIES (Toner)
Thread-Index: AQHbz+QEOX+u8ntbvUKtiaNE0HX6Xg==
Date: Wed, 28 May 2025 15:30:28 +0000
Message-ID: <SA1PR17MB5272AA8AF8C9FEACE08E4CCB967A@SA1PR17MB5272.namprd17.prod.outlook.com>

Accept-Language: en-US
Content-Language: en-US
X-MS-Has-Attach: yes
X-MS-TNEF-Correlator:

msip_labels:

authentication-results: dkim=none (message not signed) header.d=none;dmarc=none action=none header.from=printingsuppliesusa.com;

x-ms-publictraffictype: Email
x-ms-trafficdiagnostic: SA1PR17MB5272:EE_|CY8PR17MB6407:EE_
x-ms-office365-filtering-correlation-id: 80277fea-e01a-433b-6bfe-08dd9dfc9350
x-ms-exchange-senderadcheck: 1
x-ms-exchange-antispam-relay: 0
x-microsoft-antispam:

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boundary="_008_SA1PR17MB52720AA8AF8C9FEACE08E4CCB967ASA1PR17MB5272namp_"

MIME-Version: 1.0

X-OriginatorOrg: printingsuppliesusa.com

X-MS-Exchange-CrossTenant-AuthAs: Internal

X-MS-Exchange-CrossTenant-AuthSource: SA1PR17MB5272.namprd17.prod.outlook.com

X-MS-Exchange-CrossTenant-Network-Message-Id: 80277fea-e01a-433b-6bfe-08dd9dfc9350

X-MS-Exchange-CrossTenant-originalarrivaltime: 28 May 2025 15:30:28.5116

(UTC)

X-MS-Exchange-CrossTenant-fromentityheader: Hosted

X-MS-Exchange-CrossTenant-id: d3b77ef8-55ce-4b65-9965-4880d82f29f0

X-MS-Exchange-CrossTenant-mailboxtype: HOSTED

X-MS-Exchange-CrossTenant-userprincipalname:

Wi6wXoe4tYFRMhAfLdME/FgUKTzuYnfwQNYjvqCQ+H131tiAc/2wWhsWc0RZm7qf1/yV9Qj2747m2iNZQfeG/0N6Uclat1jjGx3P0GHUOC0=


X-MS-Exchange-Transport-CrossTenantHeadersStamped: CY8PR17MB6407

CONTRACT NO. 2045-18119B - OFFICE SUPPLIES (Toner)

From PSUSA Bid <bid@printingsuppliesusa.com>

Date Wed 5/28/2025 11:30 AM

To cw0207@cartridgeworldusa.com <cw0207@cartridgeworldusa.com>

 1 attachment (231 KB)
2045-18119 Tab Sheet.xlsx;

Hi Dominique,

We got your contact information from Cook County M/W/VBE Directory.

Would you advise if you are interested to be our subcontractor for Office Supplies Contract 2045-18119B (Toner, Cook County, IL)? If so, would you quote according to the attached list of toner items (including shipping)? Quantity listed are annual quantity.

We would need you to email us the quote by Friday, 5/30/2025 1pm est.

Thank you.

Government and Education

B2B Supplies USA LLC dba Printing Supplies USA LLC

10 Schalks Crossing Road, Suite 501A-301

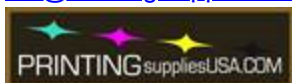
Plainsboro, NJ 08536

Tel: (609) 799-3800

Fax: (609) 228-7579


www.PrintingSuppliesUSA.com

bid@PrintingSuppliesUSA.com



CONTRACT NO. 2045-18119B - OFFICE SUPPLIES (Toner)

From PSUSA Bid <bid@printingsuppliesusa.com>
Date Wed 5/28/2025 11:37 AM
To bwilliams@nutech.com <bwilliams@nutech.com>

 1 attachment (231 KB)
2045-18119 Tab Sheet.xlsx;

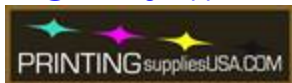
Hi Elisabeth,

We got your contact information from Cook County M/W/VBE Directory.

Would you advise if you are interested to be our subcontractor for Office Supplies Contract 2045-18119B (Toner, Cook County, IL)? If so, would you quote according to the attached list of toner items (including shipping)? Quantity listed are annual quantity.

We would need you to email us the quote by Friday, 5/30/2025 1pm est.

Thank you.
Government and Education
B2B Supplies USA LLC dba Printing Supplies USA LLC
10 Schalks Crossing Road, Suite 501A-301
Plainsboro, NJ 08536
Tel: (609) 799-3800
Fax: (609) 228-7579
www.PrintingSuppliesUSA.com
bid@PrintingSuppliesUSA.com





Board of Commissioners of Cook County

118 North Clark Street
Chicago, IL

Legislation Details

File #: 25-3105 **Version:** 1 **Name:** B2B Supplies USA, LLC d/b/a Printing Supplies USA, Plainsboro, NJ
Type: Contract Amendment **Status:** Approved
File created: 6/5/2025 **In control:** Board of Commissioners
On agenda: 7/24/2025 **Final action:** 7/24/2025
Title: PROPOSED CONTRACT AMENDMENT

Department(s): Office of the Chief Judge

Vendor: B2B Supplies USA, LLC d/b/a Printing Supplies USA, Plainsboro, New Jersey

Request: Authorization for the Chief Procurement Officer to renew, and increase contract

Good(s) or Service(s): Office Supplies

Original Contract Period: 8/15/2021 - 8/14/2024, with two (2), one (1) year renewal options

Proposed Amendment Type: Renewal and Increase

Proposed Contract Period: Renewal period 8/15/2025 - 8/14/2026

Total Current Contract Amount Authority: \$1,921,727.00

Original Approval (Board or Procurement): Board, 7/29/2021 \$1,921,727.00

Increase Requested: \$750,000.00

Previous Board Increase(s): N/A

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

Previous Board Renewals: N/A

Previous Chief Procurement Officer Renewals: 8/26/2024,8/15/2024-8/14/2025

Previous Board Extension(s): N/A

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

Contract Utilization: The vendor has met the Minority- and Women-owned Business Enterprise Ordinance via: Full MWBE waiver.

Potential Fiscal Impact: FY 2025 \$250,000.00, FY 2026 \$500,000.00

Accounts: 11100.1310.15050.531670.00000.00000

Contract Number(s): 2045-18119B

Summary: This increase and last renewal option will allow the Office of the Chief Judge to receive ink and toner.

This contract was awarded through a publicly advertised competitive bidding process in accordance with the Cook County Procurement Code. B2B Supplies USA, LLC d/b/a Printing Supplies USA was the lowest, responsive and responsible bidder.

Sponsors:

Indexes: TIMOTHY C. EVANS, Chief Judge, Circuit Court of Cook County

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
7/24/2025	1	Board of Commissioners		

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**CMP-4786 ADDITIONAL INSURED — OWNERS, LESSEES, OR CONTRACTORS
(Scheduled)**

This endorsement modifies insurance provided under the following:
BUSINESSOWNERS COVERAGE FORM

SCHEDULE

Policy Number: 90-CP-S124-2

Named Insured:

PRINTING SUPPLIES USA LLC
10 SCHALKS XING RD STE 501A
PLAINSBORO NJ 08536-1612

Name And Address Of Additional Insured Person Or Organization:

Cook County Government Procurement/Purchasing Dept
118 N. Clark Street, Room 1018
Chicago IL 60602

1. **SECTION II — WHO IS AN INSURED of SECTION II — LIABILITY** is amended to include, as an additional insured, any person or organization shown in the Schedule, but only with respect to liability for "bodily injury", "property damage", or "personal and advertising injury" caused, in whole or in part, by:

a. Ongoing Operations

- (1) Your acts or omissions; or
 - (2) The acts or omissions of those acting on your behalf;
- in the performance of your ongoing operations for that additional insured; or

b. Products-Completed Operations

"Your work" performed for that additional insured and included in the "products-completed operations hazard".

- 2. Any insurance provided to the additional insured shall only apply with respect to a claim made or a "suit" brought for damages for which you are provided coverage.
- 3. Primary Insurance. The insurance afforded the additional insured shall be primary insurance. Any insurance carried by the additional insured shall be noncontributory with respect to coverage provided by you.

There will be no refund of premium in the event this endorsement is cancelled.

All other policy provisions apply.

ZZ

Policy No. 90-CP-S124-2

30-1679

CMP-4787
Page 1 of 1

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CMP-4787 WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:
BUSINESSOWNERS COVERAGE FORM

SCHEDULE

Policy Number: 90-CP-S124-2

Named Insured:

PRINTING SUPPLIES USA LLC
10 SCHALKS XING RD STE 501A
PLAINSBORO NJ 08536-1612

Name And Address Of Person Or Organization:

Cook County Government Procurement/Purchasing Dept
118 N. Clark Street, Room 1018
Chicago IL 60602

The following is added to Paragraph 10.b. of **SECTION I AND SECTION II — COMMON POLICY CONDITIONS:**

We waive any right of recovery we may have against the person or organization shown in the Schedule because of payments we make for injury or damage arising out of:

- a. Your ongoing operations; or
- b. "Your work" done under contract with that person or organization and included in the "products-completed operations hazard".

This waiver applies only to the person or organization shown in the Schedule.

All other policy provisions apply.

CMP-4787

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**Cook County
Office of the Chief Procurement Officer**

Economic Disclosure Statement Recertification Affidavit

Applicant/Holder Name: B2B Supplies USA LLC dba Printing Supp Contract #: 2045-18119B-A3

Address: 10 Schalks Crossing Road, Suite 501A-301

City: Plainsboro

County: Middlesex

State: NJ

Zip: 08536

Phone: 609-799-3800

Email: luke@printingsuppliesusa.com

Instructions

If the Applicant is a corporation, the President must execute this affidavit. If executed by someone other than the President, attach hereto a certified copy of that section of the Corporate By-Laws or other authorization, satisfactory to the County that permits the person to execute this affidavit for the corporation.

If the Applicant is a partnership or joint venture, all partners or joint venturers must execute this affidavit, unless one partner or joint venturer has been authorized to sign.

If the Applicant is a member-managed LLC all members must execute this affidavit, unless otherwise provided in the operating agreement, resolution or other corporate documents.

If the Applicant is a Sole Proprietorship, the sole proprietor must execute this affidavit.

This recertification is being submitted in connection with

Contract Name: Office Supplies (Ink and Toner)

Under penalty of perjury, the person signing below: (1) warrants that he/she is authorized to execute this Economic Disclosure Statement ("EDS") recertification on behalf of the Applicant/Holder, (2) warrants that all certifications and statements contained in the Applicant/Holder's last submitted EDS dated 10/13/2023 are true, accurate and complete as of the date furnished to the County and continue to be true, accurate and complete as of the date of this recertification, and (3) reaffirms its acknowledgments.

Recertification of:

- Certifications (SECTION 2), if applicable, as updated on: 10/13/2023
- Economic and Other Disclosures (SECTION 3), if applicable, as updated on: 10/13/2023
- Cook County Child Support Affidavit (Please submit any additional Child Support Obligations as an attachment to this form), if applicable, as updated on: 10/13/2023
- Cook County Disclosure of Ownership Interest Statement, if applicable, as updated on: 10/13/2023
- Cook County Board of Ethics Familial Relationship Disclosure Form, if applicable, as updated on:
- Cook County Affidavit for Wage Theft Ordinance (SECTION 4), if applicable, as updated on: 10/13/2023

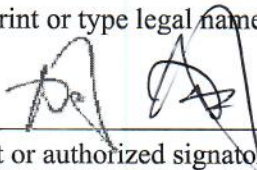
If your recertification of any of the above is related to information contained in an updated form submitted after the last submitted full EDS, please indicate the date such information was updated.

IMPORTANT: If you are unable to re-certify any section(s) of your previous EDS, please submit a truthful, fully updated version of that section(s) of the EDS including separate signatures where required.

By: B2B Supplies USA LLC dba Printing Supplies

Date: 6/3/2025

(Print or type legal name of Applicant/Holder)



President or authorized signatory (Signature)

Print or type name of President or authorized signatory:

Luke Xu

Title of signatory:

President

Subscribed and sworn to before me on this 3 day of June, 2025

Notary Public Signature



Seal:

MATTHEW W HOLLAND
Notary Public, State of New Jersey
Comm. # 50231470
My Commission Expires 03/17/2030



**COOK COUNTY BOARD OF ETHICS
FAMILIAL RELATIONSHIP DISCLOSURE FORM**

A. PERSON DOING OR SEEKING TO DO BUSINESS WITH THE COUNTY

Name of Person Doing Business with the County: B2B Supplies USA LLC

Address of Person Doing Business with the County: 10 Schalks Crossing Road, Suite 501A-301, Plainsboro, NJ 08536

Phone number of Person Doing Business with the County: 609-799-3800

Email address of Person Doing Business with the County: luke@printingsuppliesusa.com

If Person Doing Business with the County is a Business Entity, provide the name, title and contact information for the individual completing this disclosure on behalf of the Person Doing Business with the County:
Luke Xu, President, luke@printingsuppliesusa.com

B. DESCRIPTION OF BUSINESS WITH THE COUNTY

Append additional pages as needed and for each County lease, contract, purchase or sale sought and/or obtained during the calendar year of this disclosure (or the preceding calendar year if disclosure is made on January 1), identify:

The lease number, contract number, purchase order number, request for proposal number and/or request for qualification number associated with the business you are doing or seeking to do with the County: _____

2045-18119B - A3

The aggregate dollar value of the business you are doing or seeking to do with the County: \$ 2,671,727.00

The name, title and contact information for the County official(s) or employee(s) involved in negotiating the business you are doing or seeking to do with the County: _____

YaZeed Knaan, Lead Contract Negotiator -OCPO- yazeed.knaan@cookcountyll.gov

The name, title and contact information for the County official(s) or employee(s) involved in managing the business you are doing or seeking to do with the County: _____

Michael Carroll | Director, Information Services | Office of the Chief Judge, michael.carroll@cookcountyll.gov

C. DISCLOSURE OF FAMILIAL RELATIONSHIPS WITH COUNTY EMPLOYEES OR STATE, COUNTY OR MUNICIPAL ELECTED OFFICIALS

Check the box that applies and provide related information where needed

- The Person Doing Business with the County **is an individual** and there is **no familial relationship** between this individual and any Cook County employee or any person holding elective office in the State of Illinois, Cook County, or any municipality within Cook County.
- The Person Doing Business with the County **is a business entity** and there is **no familial relationship** between any member of this business entity’s board of directors, officers, persons responsible for general administration of the business entity, agents authorized to execute documents on behalf of the business entity or employees directly engaged in contractual work with the County on behalf of the business entity, and any Cook County employee or any person holding elective office in the State of Illinois, Cook County, or any municipality within Cook County.

**COOK COUNTY BOARD OF ETHICS
FAMILIAL RELATIONSHIP DISCLOSURE FORM**

- The Person Doing Business with the County **is an individual** and **there is a familial relationship** between this individual and at least one Cook County employee and/or a person or persons holding elective office in the State of Illinois, Cook County, and/or any municipality within Cook County. **The familial relationships are as follows:**

Name of Individual Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship*
NA	NA	NA	NA
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

If more space is needed, attach an additional sheet following the above format.

- The Person Doing Business with the County **is a business entity** and **there is a familial relationship** between at least one member of this business entity’s board of directors, officers, persons responsible for general administration of the business entity, agents authorized to execute documents on behalf of the business entity and/or employees directly engaged in contractual work with the County on behalf of the business entity, on the one hand, and at least one Cook County employee and/or a person holding elective office in the State of Illinois, Cook County, and/or any municipality within Cook County, on the other. **The familial relationships are as follows:**

Name of Member of Board of Director for Business Entity Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship*
NA	NA	NA	NA
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Name of Officer for Business Entity Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship*
NA	NA	NA	NA
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Name of Person Responsible for the General Administration of the Business Entity Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship*
---	--	--	----------------------------------

N/A

Name of Agent Authorized to Execute Documents for Business Entity Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship*
--	--	--	----------------------------------

N/A

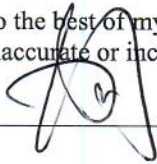
Name of Employee of Business Entity Directly Engaged in Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship*
--	--	--	----------------------------------

N/A

If more space is needed, attach an additional sheet following the above format.

VERIFICATION: To the best of my knowledge, the information I have provided on this disclosure form is accurate and complete. I acknowledge that an inaccurate or incomplete disclosure is punishable by law, including but not limited to fines and debarment.

Signature of Recipient



6/3/2025

Date

SUBMIT COMPLETED FORM TO:

Cook County Board of Ethics
 69 West Washington Street, Suite 3040, Chicago, Illinois 60602
 Office (312) 603-4304 – Fax (312) 603-9988
 CookCounty.Ethics@cookcountyil.gov

* Spouse, domestic partner, civil union partner or parent, child, sibling, aunt, uncle, niece, nephew, grandparent or grandchild by blood, marriage (*i.e.* in laws and step relations) or adoption.

SECTION 5

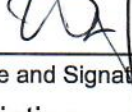
CONTRACT AND EDS EXECUTION PAGE

The Applicant hereby certifies and warrants that all of the statements, certifications and representations set forth in this EDS are true, complete and correct; that the Applicant is in full compliance and will continue to be in compliance throughout the term of the Contract or County Privilege issued to the Applicant with all the policies and requirements set forth in this EDS; and that all facts and information provided by the Applicant in this EDS are true, complete and correct. The Applicant agrees to inform the Chief Procurement Officer in writing if any of such statements, certifications, representations, facts or information becomes or is found to be untrue, incomplete or incorrect during the term of the Contract or County Privilege.

Execution by Corporation

_____ Corporation's Name	_____ President's Printed Name and Signature
_____ Telephone	_____ Email
_____ Secretary Signature	_____ Date

Execution by LLC

_____ B2B Supplies USA LLC dba Printing Supplies USA LLC	_____ Luke Xu 
_____ LLC Name	_____ *Member/Manager Printed Name and Signature
_____ 6/3/2025	_____ 609-799-3800 luke@printingsuppliesusa.com
_____ Date	_____ Telephone and Email

Execution by Partnership/Joint Venture

_____ Partnership/Joint Venture Name	_____ *Partner/Joint Venturer Printed Name and Signature
_____ Date	_____ Telephone and Email

Execution by Sole Proprietorship

_____ Printed Name Signature	_____ Assumed Name (if applicable)
_____ Date	_____ Telephone and Email

Subscribed and sworn to before me this 3 day of June, 2025



Notary Public Signature

My commission expires:

3/17/30

Notary Seal

<p>MATTHEW W HOLLAND Notary Public, State of New Jersey Comm. # 50231470 My Commission Expires 03/17/2030</p>



*If the operating agreement, partnership agreement or governing documents requiring execution by multiple members, managers, partners, or joint venturers, please complete and execute additional Contract and EDS Execution Pages.

**COOK COUNTY
ECONOMIC DISCLOSURE STATEMENT
AND EXECUTION DOCUMENT
INDEX**

Section	Description	Pages
1	Instructions for Completion of EDS	EDS i - ii
2	Certifications	EDS 1- 2
3	Economic and Other Disclosures, Affidavit of Child Support Obligations, Disclosure of Ownership Interest and Familial Relationship Disclosure Form	EDS 3 – 12
4	Cook County Affidavit for Wage Theft Ordinance	EDS 13-14
5	Contract and EDS Execution Page	EDS 15
6	Cook County Signature Page	EDS 16

SECTION 1
INSTRUCTIONS FOR COMPLETION OF
ECONOMIC DISCLOSURE STATEMENT AND EXECUTION DOCUMENT

This Economic Disclosure Statement and Execution Document (“EDS”) is to be completed and executed by every Bidder on a County contract, every Proposer responding to a Request for Proposals, and every Respondent responding to a Request for Qualifications, and others as required by the Chief Procurement Officer. The execution of the EDS shall serve as the execution of a contract awarded by the County. The Chief Procurement Officer reserves the right to request that the Bidder or Proposer, or Respondent provide an updated EDS on an annual basis.

Definitions. Terms used in this EDS and not otherwise defined herein shall have the meanings given to such terms in the Instructions to Bidders, General Conditions, Request for Proposals, Request for Qualifications, as applicable.

Affiliate means a person that directly or indirectly through one or more intermediaries, Controls is Controlled by, or is under common Control with the Person specified.

Applicant means a person who executes this EDS.

Bidder means any person who submits a Bid.

Code means the Code of Ordinances, Cook County, Illinois available on municode.com.

Contract shall include any written document to make Procurements by or on behalf of Cook County.

Contractor or *Contracting Party* means a person that enters into a Contract with the County.

Control means the unfettered authority to directly or indirectly manage governance, administration, work, and all other aspects of a business.

EDS means this complete Economic Disclosure Statement and Execution Document, including all sections listed in the Index and any attachments.

Joint Venture means an association of two or more Persons proposing to perform a for-profit business enterprise. Joint Ventures must have an agreement in writing specifying the terms and conditions of the relationship between the partners and their relationship and respective responsibility for the Contract

Lobby or *lobbying* means to, for compensation, attempt to influence a County official or County employee with respect to any County matter.

Lobbyist means any person who lobbies.

Person or *Persons* means any individual, corporation, partnership, Joint Venture, trust, association, Limited Liability Company, sole proprietorship or other legal entity.

Prohibited Acts means any of the actions or occurrences which form the basis for disqualification under the Code, or under the Certifications hereinafter set forth.

Proposal means a response to an RFP.

Proposer means a person submitting a Proposal.

Response means response to an RFQ.

Respondent means a person responding to an RFQ.

RFP means a Request for Proposals issued pursuant to this Procurement Code.

RFQ means a Request for Qualifications issued to obtain the qualifications of interested parties.

**INSTRUCTIONS FOR COMPLETION OF
ECONOMIC DISCLOSURE STATEMENT AND EXECUTION DOCUMENT**

Section 1: Instructions. Section 1 sets forth the instructions for completing and executing this EDS.

Section 2: Certifications. Section 2 sets forth certifications that are required for contracting parties under the Code and other applicable laws. Execution of this EDS constitutes a warranty that all the statements and certifications contained, and all the facts stated, in the Certifications are true, correct and complete as of the date of execution.

Section 3: Economic and Other Disclosures Statement. Section 3 is the County's required Economic and Other Disclosures Statement form. Execution of this EDS constitutes a warranty that all the information provided in the EDS is true, correct and complete as of the date of execution, and binds the Applicant to the warranties, representations, agreements and acknowledgements contained therein.

Required Updates. The Applicant is required to keep all information provided in this EDS current and accurate. In the event of any change in the information provided, including but not limited to any change which would render inaccurate or incomplete any certification or statement made in this EDS, the Applicant shall supplement this EDS up to the time the County takes action, by filing an amended EDS or such other documentation as is required.

Additional Information. The County's Governmental Ethics and Campaign Financing Ordinances impose certain duties and obligations on persons or entities seeking County contracts, work, business, or transactions, and the Applicant is expected to comply fully with these ordinances. For further information please contact the Director of Ethics at (312) 603-4304 (69 W. Washington St. Suite 3040, Chicago, IL 60602) or visit the web-site at cookcountyil.gov/ethics-board-of.

Authorized Signers of Contract and EDS Execution Page. If the Applicant is a corporation, the President and Secretary must execute the EDS. In the event that this EDS is executed by someone other than the President, attach hereto a certified copy of that section of the Corporate By-Laws or other authorization by the Corporation, satisfactory to the County that permits the person to execute EDS for said corporation. If the corporation is not registered in the State of Illinois, a copy of the Certificate of Good Standing from the state of incorporation must be submitted with this Signature Page.

If the Applicant is a partnership or joint venture, all partners or joint venturers must execute the EDS, unless one partner or joint venture has been authorized to sign for the partnership or joint venture, in which case, the partnership agreement, resolution or evidence of such authority satisfactory to the Office of the Chief Procurement Officer must be submitted with this Signature Page.

If the Applicant is a member-managed LLC all members must execute the EDS, unless otherwise provided in the operating agreement, resolution or other corporate documents. If the Applicant is a manager-managed LLC, the manager(s) must execute the EDS. The Applicant must attach either a certified copy of the operating agreement, resolution or other authorization, satisfactory to the County, demonstrating such person has the authority to execute the EDS on behalf of the LLC. If the LLC is not registered in the State of Illinois, a copy of a current Certificate of Good Standing from the state of incorporation must be submitted with this Signature Page.

If the Applicant is a Sole Proprietorship, the sole proprietor must execute the EDS.

A "Partnership" "Joint Venture" or "Sole Proprietorship" operating under an Assumed Name must be registered with the Illinois county in which it is located, as provided in 805 ILCS 405 (2012), and documentation evidencing registration must be submitted with the EDS.

Effective October 1, 2016 all foreign corporations and LLCs must be registered with the Illinois Secretary of State's Office unless a statutory exemption applies to the applicant. Applicants who are exempt from registering must provide a written statement explaining why they are exempt from registering as a foreign entity with the Illinois Secretary of State's Office.

SECTION 2**CERTIFICATIONS**

THE FOLLOWING CERTIFICATIONS ARE MADE PURSUANT TO STATE LAW AND THE CODE. THE APPLICANT IS CAUTIONED TO CAREFULLY READ THESE CERTIFICATIONS PRIOR TO SIGNING THE SIGNATURE PAGE. SIGNING THE SIGNATURE PAGE SHALL CONSTITUTE A WARRANTY BY THE APPLICANT THAT ALL THE STATEMENTS, CERTIFICATIONS AND INFORMATION SET FORTH WITHIN THESE CERTIFICATIONS ARE TRUE, COMPLETE AND CORRECT AS OF THE DATE THE SIGNATURE PAGE IS SIGNED. THE APPLICANT IS NOTIFIED THAT IF THE COUNTY LEARNS THAT ANY OF THE FOLLOWING CERTIFICATIONS WERE FALSELY MADE, THAT ANY CONTRACT ENTERED INTO WITH THE APPLICANT SHALL BE SUBJECT TO TERMINATION.

A. PERSONS AND ENTITIES SUBJECT TO DISQUALIFICATION

No person or business entity shall be awarded a contract or sub-contract, for a period of five (5) years from the date of conviction or entry of a plea or admission of guilt, civil or criminal, if that person or business entity:

- 1) Has been convicted of an act committed, within the State of Illinois, of bribery or attempting to bribe an officer or employee of a unit of state, federal or local government or school district in the State of Illinois in that officer's or employee's official capacity;
- 2) Has been convicted by federal, state or local government of an act of bid-rigging or attempting to rig bids as defined in the Sherman Anti-Trust Act and Clayton Act. Act. 15 U.S.C. Section 1 *et seq.*;
- 3) Has been convicted of bid-rigging or attempting to rig bids under the laws of federal, state or local government;
- 4) Has been convicted of an act committed, within the State, of price-fixing or attempting to fix prices as defined by the Sherman Anti-Trust Act and the Clayton Act. 15 U.S.C. Section 1, *et seq.*;
- 5) Has been convicted of price-fixing or attempting to fix prices under the laws the State;
- 6) Has been convicted of defrauding or attempting to defraud any unit of state or local government or school district within the State of Illinois;
- 7) Has made an admission of guilt of such conduct as set forth in subsections (1) through (6) above which admission is a matter of record, whether or not such person or business entity was subject to prosecution for the offense or offenses admitted to; or
- 8) Has entered a plea of *nolo contendere* to charge of bribery, price-fixing, bid-rigging, or fraud, as set forth in subparagraphs (1) through (6) above.

In the case of bribery or attempting to bribe, a business entity may not be awarded a contract if an official, agent or employee of such business entity committed the Prohibited Act on behalf of the business entity and pursuant to the direction or authorization of an officer, director or other responsible official of the business entity, and such Prohibited Act occurred within three years prior to the award of the contract. In addition, a business entity shall be disqualified if an owner, partner or shareholder controlling, directly or indirectly, 20% or more of the business entity, or an officer of the business entity has performed any Prohibited Act within five years prior to the award of the Contract.

THE APPLICANT HEREBY CERTIFIES THAT: The Applicant has read the provisions of Section A, Persons and Entities Subject to Disqualification, that the Applicant has not committed any Prohibited Act set forth in Section A, and that award of the Contract to the Applicant would not violate the provisions of such Section or of the Code.

B. BID-RIGGING OR BID ROTATING

THE APPLICANT HEREBY CERTIFIES THAT: *In accordance with 720 ILCS 5/33 E-11, neither the Applicant nor any Affiliated Entity is barred from award of this Contract as a result of a conviction for the violation of State laws prohibiting bid-rigging or bid rotating.*

C. DRUG FREE WORKPLACE ACT

THE APPLICANT HEREBY CERTIFIES THAT: The Applicant will provide a drug free workplace, as required by (30 ILCS 580/3).

D. DELINQUENCY IN PAYMENT OF TAXES

THE APPLICANT HEREBY CERTIFIES THAT: *The Applicant is not an owner or a party responsible for the payment of any tax or fee administered by Cook County, such as bar award of a contract or subcontract pursuant to the Code, Chapter 34, Section 34-171.*

E. HUMAN RIGHTS ORDINANCE

No person who is a party to a contract with Cook County ("County") shall engage in unlawful discrimination or sexual harassment against any individual in the terms or conditions of employment, credit, public accommodations, housing, or provision of County facilities, services or programs (Code Chapter 42, Section 42-30 *et seq.*).

F. ILLINOIS HUMAN RIGHTS ACT

THE APPLICANT HEREBY CERTIFIES THAT: *It is in compliance with the Illinois Human Rights Act (775 ILCS 5/2-105), and agrees to abide by the requirements of the Act as part of its contractual obligations.*

G. INSPECTOR GENERAL (COOK COUNTY CODE, CHAPTER 34, SECTION 34-174 and Section 34-250)

The Applicant has not willfully failed to cooperate in an investigation by the Cook County Independent Inspector General or to report to the Independent Inspector General any and all information concerning conduct which they know to involve corruption, or other criminal activity, by another county employee or official, which concerns his or her office of employment or County related transaction.

The Applicant has reported directly and without any undue delay any suspected or known fraudulent activity in the County's Procurement process to the Office of the Cook County Inspector General.

H. CAMPAIGN CONTRIBUTIONS (COOK COUNTY CODE, CHAPTER 2, SECTION 2-585)

THE APPLICANT CERTIFIES THAT: It has read and shall comply with the Cook County's Ordinance concerning campaign contributions, which is codified at Chapter 2, Division 2, Subdivision II, Section 585, and can be read in its entirety at www.municode.com.

I. GIFT BAN, (COOK COUNTY CODE, CHAPTER 2, SECTION 2-574)

THE APPLICANT CERTIFIES THAT: It has read and shall comply with the Cook County's Ordinance concerning receiving and soliciting gifts and favors, which is codified at Chapter 2, Division 2, Subdivision II, Section 574, and can be read in its entirety at www.municode.com.

J. LIVING WAGE ORDINANCE PREFERENCE (COOK COUNTY CODE, CHAPTER 34, SECTION 34-160;

Unless expressly waived by the Cook County Board of Commissioners, the Code requires that a living wage must be paid to individuals employed by a Contractor which has a County Contract and by all subcontractors of such Contractor under a County Contract, throughout the duration of such County Contract. The amount of such living wage is annually by the Chief Financial Officer of the County, and shall be posted on the Chief Procurement Officer's website.

The term "Contract" as used in Section 4, I, of this EDS, specifically excludes contracts with the following:

- 1) Not-For Profit Organizations (defined as a corporation having tax exempt status under Section 501(C)(3) of the United State Internal Revenue Code and recognized under the Illinois State not-for -profit law);
- 2) Community Development Block Grants;
- 3) Cook County Works Department;
- 4) Sheriff's Work Alternative Program; and
- 5) Department of Correction inmates.

SECTION 3

REQUIRED DISCLOSURES

1. DISCLOSURE OF LOBBYIST CONTACTS

List all persons that have made lobbying contacts on your behalf with respect to this contract:

Name	Address
None	
_____	_____
_____	_____
_____	_____

2. LOCAL BUSINESS PREFERENCE STATEMENT (CODE, CHAPTER 34, SECTION 34-230)

Local business means a Person, including a foreign corporation authorized to transact business in Illinois, having a bona fide establishment located within the County at which it is transacting business on the date when a Bid is submitted to the County, and which employs the majority of its regular, full-time work force within the County. A Joint Venture shall constitute a local Business if one or more Persons that qualify as a "local Business" hold interests totaling over 50 percent in the Joint Venture, even if the Joint Venture does not, at the time of the Bid submittal, have such a bona fide establishment within the County.

a) Is Applicant a "Local Business" as defined above?

Yes: No:

b) If yes, list business addresses within Cook County:

None

c) Does Applicant employ the majority of its regular full-time workforce within Cook County?

Yes: No:

3. THE CHILD SUPPORT ENFORCEMENT ORDINANCE (CODE, CHAPTER 34, SECTION 34-172)

Every Applicant for a County Privilege shall be in full compliance with any child support order before such Applicant is entitled to receive or renew a County Privilege. When delinquent child support exists, the County shall not issue or renew any County Privilege, and may revoke any County Privilege.

All Applicants are required to review the Cook County Affidavit of Child Support Obligations attached to this EDS (EDS-5) and complete the Affidavit, based on the instructions in the Affidavit.

4. REAL ESTATE OWNERSHIP DISCLOSURES.

The Applicant must indicate by checking the appropriate provision below and providing all required information that either:

- a) The following is a complete list of all real estate owned by the Applicant in Cook County:

PERMANENT INDEX NUMBER(S): _____

(ATTACH SHEET IF NECESSARY TO LIST ADDITIONAL INDEX NUMBERS)

OR:

- b) The Applicant owns no real estate in Cook County.

5. EXCEPTIONS TO CERTIFICATIONS OR DISCLOSURES.

If the Applicant is unable to certify to any of the Certifications or any other statements contained in this EDS and not explained elsewhere in this EDS, the Applicant must explain below:

None

If the letters, "NA", the word "None" or "No Response" appears above, or if the space is left blank, it will be conclusively presumed that the Applicant certified to all Certifications and other statements contained in this EDS.

COOK COUNTY DISCLOSURE OF OWNERSHIP INTEREST STATEMENT

The Cook County Code of Ordinances (§2-610 *et seq.*) requires that any Applicant for any County Action must disclose information concerning ownership interests in the Applicant. This Disclosure of Ownership Interest Statement must be completed with all information current as of the date this Statement is signed. Furthermore, this Statement must be kept current, by filing an amended Statement, until such time as the County Board or County Agency shall take action on the application. The information contained in this Statement will be maintained in a database and made available for public viewing. **County reserves the right to request additional information to verify veracity of information contained in this statement.**

If you are asked to list names, but there are no applicable names to list, you must state NONE. An incomplete Statement will be returned and any action regarding this contract will be delayed. A failure to fully comply with the ordinance may result in the action taken by the County Board or County Agency being voided.

"Applicant" means any Entity or person making an application to the County for any County Action.

"County Action" means any action by a County Agency, a County Department, or the County Board regarding an ordinance or ordinance amendment, a County Board approval, or other County agency approval, with respect to contracts, leases, or sale or purchase of real estate.

"Person" "Entity" or "Legal Entity" means a sole proprietorship, corporation, partnership, association, business trust, estate, two or more persons having a joint or common interest, trustee of a land trust, other commercial or legal entity or any beneficiary or beneficiaries thereof.

This Disclosure of Ownership Interest Statement must be submitted by :

- 1. An Applicant for County Action and
- 2. A Person that holds stock or a beneficial interest in the Applicant and is listed on the Applicant's Statement (a "Holder") must file a Statement and complete #1 only under **Ownership Interest Declaration**.

Please print or type responses clearly and legibly. Add additional pages if needed, being careful to identify each portion of the form to which each additional page refers.

This Statement is being made by the Applicant or Stock/Beneficial Interest Holder

This Statement is an: Original Statement or Amended Statement

Identifying Information:

Name B2B Supplies USA LLC

D/B/A: Printing Supplies USA FEIN # Only: 262714678

Street Address: 10 Schalks Crossing Road, Suite 501A-301

City: Plainsboro State: NJ Zip Code: 08536

Phone No.: 609-799-3800 Fax Number: 609-228-7579 Email: luke@printingsuppliesusa.com

Cook County Business Registration Number: NA
(Sole Proprietor, Joint Venture Partnership)

Corporate File Number (if applicable): _____

Form of Legal Entity:

Sole Proprietor Partnership Corporation Trustee of Land Trust

Business Trust Estate Association Joint Venture

Other (describe) Single Member

Ownership Interest Declaration:

1. List the name(s), address, and percent ownership of each Person having a legal or beneficial interest (including ownership) of more than five percent (5%) in the Applicant/Holder.

Name	Address	Percentage Interest in Applicant/Holder
Luke Xu	10 Schalks Crossing Road, Ste 501A-301 Plainsboro, NJ 08536	100

2. If the interest of any Person listed in (1) above is held as an agent or agents, or a nominee or nominees, list the name and address of the principal on whose behalf the interest is held.

Name of Agent/Nominee	Name of Principal	Principal's Address
None		

3. Is the Applicant constructively controlled by another person or Legal Entity? [] Yes [] No
If yes, state the name, address and percentage of beneficial interest of such person, and the relationship under which such control is being or may be exercised.

Name	Address	Percentage of Beneficial Interest	Relationship
None			

Corporate Officers, Members and Partners Information:

For all corporations, list the names, addresses, and terms for all corporate officers. For all limited liability companies, list the names, addresses for all members. For all partnerships and joint ventures, list the names, addresses, for each partner or joint venture.

Name	Address	Title (specify title of Office, or whether manager or partner/joint venture)	Term of Office
Luke Xu	6 Ruedeman Drive, Plainsboro, NJ 08536	President	2008 -

Declaration (check the applicable box):

- I state under oath that the Applicant has withheld no disclosure as to ownership interest in the Applicant nor reserved any information, data or plan as to the intended use or purpose for which the Applicant seeks County Board or other County Agency action.
- I state under oath that the Holder has withheld no disclosure as to ownership interest nor reserved any information required to be disclosed.

COOK COUNTY DISCLOSURE OF OWNERSHIP INTEREST STATEMENT SIGNATURE PAGE

Luke Xu

Name of Authorized Applicant/Holder Representative (please print or type)

Signature

luke@printingsuppliesusa.com

E-mail address

Subscribed to and sworn before me
this 13th day of October 2023

X

Notary Public Signature

President

Title

10/13/2023

Date

609-799-3800

Phone Number

My commission expires: 09/29/2026

Notary Seal

YU ZHONG
Notary Public, State of New Jersey
Comm. # 50046717
My Commission Expires 09/29/2026





COOK COUNTY BOARD OF ETHICS
 69 W. WASHINGTON STREET, SUITE 3040
 CHICAGO, ILLINOIS 60602
 312/603-4304 Office 312/603-9988 Fax

FAMILIAL RELATIONSHIP DISCLOSURE PROVISION

Nepotism Disclosure Requirement:

Doing a significant amount of business with the County requires that you disclose to the Board of Ethics the existence of any familial relationships with any County employee or any person holding elective office in the State of Illinois, the County, or in any municipality within the County. The Ethics Ordinance defines a significant amount of business for the purpose of this disclosure requirement as more than \$25,000 in aggregate County leases, contracts, purchases or sales in any calendar year.

If you are unsure of whether the business you do with the County or a County agency will cross this threshold, err on the side of caution by completing the attached familial disclosure form because, among other potential penalties, any person found guilty of failing to make a required disclosure or knowingly filing a false, misleading, or incomplete disclosure will be prohibited from doing any business with the County for a period of three years. The required disclosure should be filed with the Board of Ethics by January 1 of each calendar year in which you are doing business with the County and again with each bid/proposal/quotation to do business with Cook County. The Board of Ethics may assess a late filing fee of \$100 per day after an initial 30-day grace period.

The person that is doing business with the County must disclose his or her familial relationships. If the person on the County lease or contract or purchasing from or selling to the County is a business entity, then the business entity must disclose the familial relationships of the individuals who are and, during the year prior to doing business with the County, were:

- its board of directors,
- its officers,
- its employees or independent contractors responsible for the general administration of the entity,
- its agents authorized to execute documents on behalf of the entity, and
- its employees who directly engage or engaged in doing work with the County on behalf of the entity.

Do not hesitate to contact the Board of Ethics at (312) 603-4304 for assistance in determining the scope of any required familial relationship disclosure.

Additional Definitions:

“*Familial relationship*” means a person who is a spouse, domestic partner or civil union partner of a County employee or State, County or municipal official, or any person who is related to such an employee or official, whether by blood, marriage or adoption, as a:

- | | | |
|----------------------------------|--|---------------------------------------|
| <input type="checkbox"/> Parent | <input type="checkbox"/> Grandparent | <input type="checkbox"/> Stepfather |
| <input type="checkbox"/> Child | <input type="checkbox"/> Grandchild | <input type="checkbox"/> Stepmother |
| <input type="checkbox"/> Brother | <input type="checkbox"/> Father-in-law | <input type="checkbox"/> Stepson |
| <input type="checkbox"/> Sister | <input type="checkbox"/> Mother-in-law | <input type="checkbox"/> Stepdaughter |
| <input type="checkbox"/> Aunt | <input type="checkbox"/> Son-in-law | <input type="checkbox"/> Stepbrother |
| <input type="checkbox"/> Uncle | <input type="checkbox"/> Daughter-in-law | <input type="checkbox"/> Stepsister |
| <input type="checkbox"/> Niece | <input type="checkbox"/> Brother-in-law | <input type="checkbox"/> Halfbrother |
| <input type="checkbox"/> Nephew | <input type="checkbox"/> Sister-in-law | <input type="checkbox"/> Halfsister |

**COOK COUNTY BOARD OF ETHICS
FAMILIAL RELATIONSHIP DISCLOSURE FORM**

A. PERSON DOING OR SEEKING TO DO BUSINESS WITH THE COUNTY

Name of Person Doing Business with the County: B2B Supplies USA LLC dba Printing Supplies USA LCC

Address of Person Doing Business with the County: 10 Schalks Crossing Road, Ste 501A-301 Plainsboro, NJ 08536

Phone number of Person Doing Business with the County: 609-799-3800

Email address of Person Doing Business with the County: luke@printingsuppliesusa.com

If Person Doing Business with the County is a Business Entity, provide the name, title and contact information for the individual completing this disclosure on behalf of the Person Doing Business with the County:

Luke Xu, President, 609-799-3800, luke@printingsuppliesusa.com

B. DESCRIPTION OF BUSINESS WITH THE COUNTY

Append additional pages as needed and for each County lease, contract, purchase or sale sought and/or obtained during the calendar year of this disclosure (or the preceding calendar year if disclosure is made on January 1), identify:

The lease number, contract number, purchase order number, request for proposal number and/or request for qualification number associated with the business you are doing or seeking to do with the County: 2045-18119B A1

The aggregate dollar value of the business you are doing or seeking to do with the County: \$ 1,921,727.00

The name, title and contact information for the County official(s) or employee(s) involved in negotiating the business you are doing or seeking to do with the County: Thomas Spear, Senior Contract Negotiator, OCPO, Thomas.Spear@cookcountyl.gov

The name, title and contact information for the County official(s) or employee(s) involved in managing the business you are doing or seeking to do with the County: Sheena Aikens, Deputy Chief Procurement Officer, OCPO, Sheen.Aikens@cookcountyl.gov

C. DISCLOSURE OF FAMILIAL RELATIONSHIPS WITH COUNTY EMPLOYEES OR STATE, COUNTY OR MUNICIPAL ELECTED OFFICIALS

Check the box that applies and provide related information where needed

The Person Doing Business with the County **is an individual** and there is **no familial relationship** between this individual and any Cook County employee or any person holding elective office in the State of Illinois, Cook County, or any municipality within Cook County.

The Person Doing Business with the County **is a business entity** and there is **no familial relationship** between any member of this business entity's board of directors, officers, persons responsible for general administration of the business entity, agents authorized to execute documents on behalf of the business entity or employees directly engaged in contractual work with the County on behalf of the business entity, and any Cook County employee or any person holding elective office in the State of Illinois, Cook County, or any municipality within Cook County.

**COOK COUNTY BOARD OF ETHICS
FAMILIAL RELATIONSHIP DISCLOSURE FORM**

- The Person Doing Business with the County **is an individual** and **there is a familial relationship** between this individual and at least one Cook County employee and/or a person or persons holding elective office in the State of Illinois, Cook County, and/or any municipality within Cook County. **The familial relationships are as follows:**

Name of Individual Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship*
NA			

If more space is needed, attach an additional sheet following the above format.

- The Person Doing Business with the County **is a business entity** and **there is a familial relationship** between at least one member of this business entity’s board of directors, officers, persons responsible for general administration of the business entity, agents authorized to execute documents on behalf of the business entity and/or employees directly engaged in contractual work with the County on behalf of the business entity, on the one hand, and at least one Cook County employee and/or a person holding elective office in the State of Illinois, Cook County, and/or any municipality within Cook County, on the other. **The familial relationships are as follows:**

Name of Member of Board of Director for Business Entity Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship*
NA			

Name of Officer for Business Entity Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship*
NA			

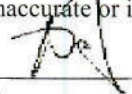
Name of Person Responsible for the General Administration of the Business Entity Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship*
N/A			
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Name of Agent Authorized to Execute Documents for Business Entity Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship*
N/A			
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Name of Employee of Business Entity Directly Engaged in Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship*
N/A			
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

If more space is needed, attach an additional sheet following the above format.

VERIFICATION: To the best of my knowledge, the information I have provided on this disclosure form is accurate and complete. I acknowledge that an inaccurate or incomplete disclosure is punishable by law, including but not limited to fines and debarment.

 _____ Signature of Recipient	10/13/2023 _____ Date
--	------------------------------------

SUBMIT COMPLETED FORM TO: Cook County Board of Ethics
 69 West Washington Street, Suite 3040, Chicago, Illinois 60602
 Office (312) 603-4304 – Fax (312) 603-9988
 CookCounty.Ethics@cookcountyil.gov

* Spouse, domestic partner, civil union partner or parent, child, sibling, aunt, uncle, niece, nephew, grandparent or grandchild by blood, marriage (*i.e.* in laws and step relations) or adoption.

SECTION 4

COOK COUNTY AFFIDAVIT FOR WAGE THEFT ORDINANCE

Effective May 1, 2015, every Person, **including Substantial Owners**, seeking a Contract with Cook County must comply with the Cook County Wage Theft Ordinance set forth in Chapter 34, Article IV, Section 179. Any Person/Substantial Owner, who fails to comply with Cook County Wage Theft Ordinance, may request that the Chief Procurement Officer grant a reduction or waiver in accordance with Section 34-179(d).

"Contract" means any written document to make Procurements by or on behalf of Cook County.

"Person" means any individual, corporation, partnership, Joint Venture, trust, association, limited liability company, sole proprietorship or other legal entity.

"Procurement" means obtaining supplies, equipment, goods, or services of any kind.

"Substantial Owner" means any person or persons who own or hold a twenty-five percent (25%) or more percentage of interest in any business entity seeking a County Privilege, including those shareholders, general or limited partners, beneficiaries and principals; except where a business entity is an individual or sole proprietorship, Substantial Owner means that individual or sole proprietor.

All Persons/Substantial Owners are required to complete this affidavit and comply with the Cook County Wage Theft Ordinance before any Contract is awarded. Signature of this form constitutes a certification the information provided below is correct and complete, and that the individual(s) signing this form has/have personal knowledge of such information. **County reserves the right to request additional information to verify veracity of information contained in this Affidavit.**

I. Contract Information:

Contract Number: 2045-18119B A1

County Using Agency (requesting Procurement): Bureau of Technology

II. Person/Substantial Owner Information:

Person (Corporate Entity Name): B2B Supplies USA LLC dba Printing Supplies USA LLC

Substantial Owner Complete Name: Luke Q Xu

FEIN# [REDACTED]

Date of Birth [REDACTED] E-mail address: luke@printingsuppliesusa.com

Street Address: 10 Schalks Crossing Road, Suite 501A-301

City: Planisboro State: NJ Zip: 08536

Home Phone: (609-) 799 - 3800

III. Compliance with Wage Laws:

Within the past five years has the Person/Substantial Owner, in any judicial or administrative proceeding, been convicted of, entered a plea, made an admission of guilt or liability, or had an administrative finding made for committing a repeated or willful violation of any of the following laws:

- No *Illinois Wage Payment and Collection Act, 820 ILCS 115/1 et seq., YES or NO*
- No *Illinois Minimum Wage Act, 820 ILCS 105/1 et seq., YES or NO*
- No *Illinois Worker Adjustment and Retraining Notification Act, 820 ILCS 65/1 et seq., YES or NO*
- No *Employee Classification Act, 820 ILCS 185/1 et seq., YES or NO*
- No *Fair Labor Standards Act of 1938, 29 U.S.C. 201, et seq., YES or NO*
- No *Any comparable state statute or regulation of any state, which governs the payment of wages YES or NO*

If the Person/Substantial Owner answered "Yes" to any of the questions above, it is ineligible to enter into a Contract with Cook County, but can request a reduction or waiver under **Section IV**.

IV. Request for Waiver or Reduction

If Person/Substantial Owner answered "Yes" to any of the questions above, it may request a reduction or waiver in accordance with Section 34-179(d), provided that the request for reduction of waiver is made on the basis of one or more of the following actions that have taken place:

- No There has been a bona fide change in ownership or Control of the ineligible Person or Substantial Owner. YES or NO
- No Disciplinary action has been taken against the individual(s) responsible for the acts giving rise to the violation. YES or NO
- No Remedial action has been taken to prevent a recurrence of the acts giving rise to the disqualification or default. YES or NO
- No Other factors that the Person or Substantial Owner believe are relevant. YES or NO

The Person/Substantial Owner must submit documentation to support the basis of its request for a reduction or waiver. The Chief Procurement Officer reserves the right to make additional inquiries and request additional documentation.

V. Affirmation

The Person/Substantial Owner affirms that all statements contained in the Affidavit are true, accurate and complete.

Signature: _____ Date: **10/13/2023**

Name of Person signing (Print): **Luke Xu** Title: **President**

Subscribed and sworn to before me this 13th day of October, 20 23

X _____ Notary Public Signature _____ Notary Seal

Note: The above information is subject to verification prior to the award of the Contract.

YU ZHONG
Notary Public, State of New Jersey
Comm. # 50046717
My Commission Expires 09/29/2026

