



**OFFICE OF THE CHIEF PROCUREMENT OFFICER  
COUNTY OF COOK**

118 NORTH CLARK ST. ROOM 1018  
CHICAGO, ILLINOIS 60602-1375  
(312) 603-5370

THIS PURCHASE ORDER NUMBER  
MUST APPEAR ON ALL PACKAGES,  
INVOICES, SHIPPING PAPERS AND  
DROP SHIPMENTS.

PURCHASE ORDERED ISSUED TO  
812418

Riteway Pump & Electric Motor Inc  
9923 South Ridgeland  
Chicago Ridge IL 60415

DATE  
8/2/2013  
F.O.B. POINT

PURCHASE ORDER NO.  
185960 - 000- OP  
REQUISITION NO.  
00109725 OR

COOK COUNTY FEIN: 36-6006541  
ILLINOIS SALES TAX EXEMPT: E-9998-2013-04  
FEDERAL EXCISE TAX EXEMPT CERT: 36-75-D038K

**SHIP TO** Facilities Management  
Criminal Justice Administration Bldg  
2650 S. California Avenue  
CHICAGO IL 60608-5145

**DELIVERY INSTRUCTIONS**  
Jim Viktora 773-674-3291

DEPT NO	Page 1 of 1
2001118	

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	Repair Service and Labor Taylor Dunn & Cushman personnel carriers	50.00 HR	38.0000	1,900.00	2001118.540360
2.00	Parts Parts and materials not covered in item no.1 to be billed at Contractors actual cost plus Mark-up indicated (Cost of parts fixed at 5,000: \$5,000.00 X 4% = \$200.00 Vendor's Actual Cost = \$5,200.00 Total Contractor's Mark up)	.00 LO	5,200.0000	5,200.00	2001118.540360
3.00	Pick-Up and Delivery Of carts to and from repair center and DOC (Dept. Of Corrections) Req# 32000156	2.00 EA	195.0000	390.00	2001118.540360
***** Total Order *****				7,490.00	

NOTE: VENDOR AGREES NOT TO EXCEED THE QUANTITY OR DOLLAR AMOUNT OF THIS ORDER WITHOUT WRITTEN AUTHORIZATION FROM THE CHIEF PROCUREMENT OFFICER

**RECEIPT CERTIFICATION (FOR DEPARTMENT USE ONLY)**

I hereby certify that I have received the goods/services reflected above and that the items referenced are in full conformity with the purchase order/contract.

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

I hereby certify that this purchase is in agreement with the requisition on file authorizing the expenditure and is properly approved. *OB*  
CHIEF PROCUREMENT OFFICER Date:

*Shirley M* Co August 2013

*SLH*

# Purchase Requisition

## Office of the Purchasing Agent

Cook County of Illinois

Purchase Order Number

185960

22  
NCR

Requisition # **OR 109725** Contract # **1322-12875**

Open Date

Ship To: 724151 Supervisor 50  
 118 N. CLARK ST. Rm. 1018  
 CHICAGO IL 60602

Delivery Instructions: Jim Viktora  
 773-674-3291

Supplier: 289999 TEAM LEAD MAIL BOX

Buyer Number  
 Bid/Sole Src Code  
 Business Unit  
 Internal Req Number  
 Board Apr Date & Item  
 Requisition Date  
 Date Needed

BSV  
 2001118  
 32000156  
 7/2/2013  
 7/2/2013

One Time Purchase  Yes  No Covers Needed for \_\_\_\_\_ months. Specific Period of time \_\_\_\_\_ thru \_\_\_\_\_ Prior Contract No. \_\_\_\_\_ Expiration Date \_\_\_\_\_ Emergency No. \_\_\_\_\_

Line #	Commodity Description	Bal. on Hand	Quantity	UOM	Est. Unit Cost	Extended Cost	Business Unit and Object Account
1.000	578 Repair service, parts and Repair service, parts and labor to repair Taylor Dunn & Cushman personal carriers	<	>	50.00	HR	95.0000	4,750.00 2001118.540360
2.000	578 Parts Parts and materials not covered in item no.1 to be billed at Contractors actual cost plus Mark-up Indicated in this bid (Cost of parts fixed at 5,000) \$5000.00X 15 % (750.00-\$_5750.00__Total Vendor's Contractor's Actual Cost Mark up	<	>	LO	5,750.0000	5,750.00	2001118.540360
3.000	578 Pick-Up Delivery of carts To repair center and back to the DOC (Depl. Of Corrections) Req# 32000156	<	>	2.00	EA	500.0000	1,000.00 2001118.540360
Total of Items Ordered						11,500.00	

CERTIFICATION

I hereby certify that the items and/or services above are necessary to this department (or institution) and that the dept. no., account & activity numbers indicated above accurately reflect the specific line item budget appropriation approved by the Board of County Commissioners and there is a sufficient unencumbered balance in the account to grant same.

*[Signature]*  
 REQUISITIONER

BUREAU or DEPARTMENT HEAD

CCA

APPROVED BUDGETARY ACCOUNT

PURCHASING USE ONLY

ACCT # \_\_\_\_\_  
 DATE \_\_\_\_\_ BY \_\_\_\_\_