



**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
795481
THE HYATT LODGE AT MCDONALD
2815 JORIE BLVD
OAK BROOK IL 60523

DATE
4/1/2016
F.O.B. POINT

PURCHASE ORDER NO.
194870 - 000- OP
REQUISITION NO.
00122213 OR

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

SHIP TO Cook County Public Defender
Cook County Administration Offices
69 W Washington 16th Fl
CHICAGO IL 60602

DELIVERY INSTRUCTIONS
ANDREW JATICO (312)
603-0697

DEPT NO 2600864	Page 1 of 1
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LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	<p>CONTRACT #1685-15283 THE USE OF THE HYATT LODGE FACILITIES (HAMBURGER UNIVERSITY), AUDIO VISUAL EQUIPMENT AND AUDIO VISUAL SUPPORT FOR FOUR-DAY ANNUAL TRAINING PROGRAM TO BE HELD 8/29/16 THROUGH 9/1/16 FOR APPROXIMATELY 300 INDIVIDUALS THIS PURCHASE ORDER HAS INCORPORATED THE TERMS AND CONDITIONS OF THE CATERING CONTRACT ATTACHED HERETO. ***** AMOUNT AUTHORIZED \$40,000.00 AMOUNT ENCLUMBERED ON THIS PO: \$20,000.00 BALANCE TO FOLLOW</p>	1.00 JB	20,000.0000	20,000.00	2600864.501865
***** Total Order *****				20,000.00	

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.

CHIEF PROCUREMENT OFFICER

Date:

Shirley G. K. 7 April 2016

AKA

Purchase Requisition

Office of the Purchasing Agent
Cook County of Illinois

Purchase Order Number

194870

Requisition # OR 122213 Contract # 1485-14142

Open Date

Ship To: 8000851	Cook County Public Defender	Delivery Instructions:	Supplier: 795481	THE HYATT LODGE AT McDONALD
	Cook County Administration Off		2815 JORIE BLVD	
	69 W Washington 16th Fl		OAK BROOK IL 60523	
	CHICAGO IL 60602			

Buyer Number	NCR
Bid/Sole Src Code	2600884
Business Unit	
Internal Req Number	62600001
Board App Date & Item	
Requisition Date	1/6/2016
Date Needed	1/6/2016

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

Line #	Commodity Description	Ball on Hand	Quantity	UOM	Est Unit Cost	Extended Cost	Business Unit and Object Account
1.000	615 DEPOSIT REQUIRED TO SECURE THE USE OF THE HYATT LODGE (HAMBURGER UNIVERSITY), FACILITIES, AUDIO VISUAL EQUIPMENT, AND AUDIO VISUAL SUPPORT FOR THREE DAY ANNUAL TRAINING PROGRAM TO BE HELD 8/29/16 THROUGH 9/1/16 FOR APPROXIMATELY 300 EMPLOYEES, MOST OF WHOM ARE THE ATTORNEYS WHO ARE REQUIRED TO ATTAIN APPROVED TRAINING IN ORDER TO COMPLY WITH ILLINOIS CONTRACT VALUE \$40,000.00	<	1.00	JB	20,000.0000	20,000.00	2600864 501865
Total of Items Ordered						20,000.00	

RECEIVED
CHIEF FINANCIAL OFFICER
10 MAR 31 PM 3:36

CERTIFICATION
I hereby certify that the items and/or services above are necessary to this department (or institution) and that the origin, receipt, and activity numbers indicated above accurately reflect the specific line items and are in accordance with the Board of County Commissioners' grant and are a valid and identifiable business in the account to grant same.

REQUISITIONER

BUREAU or DEPARTMENT HEAD

CCA

APPROVED BUDGETARY ACCOUNT

PURCHASING USE ONLY

ACCT #

DATE

BY