



**OFFICE OF THE PURCHASING AGENT**

**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  
804514

Harland Technology Services  
2020 S 156th Circle  
Omaha NE 68130

DATE  
5/30/2012  
F.O.B. POINT

**PURCHASE ORDER NO.**  
**181587 - 000- OP**  
**REQUISITION NO.**  
00103043 OR

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

**SHIP TO** Sheriff - Training Institute  
10900 S. 88th Ave  
Building A - Room 140  
Palos Heights IL 60465

**DELIVERY INSTRUCTIONS**

SCOTT KURTOVICH 708-  
974-5605

DEPT NO	
2111097	Page 1 of 1

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	SCANTRON SCANNER MAINTENANCE AGREEMENT ON THE FOLLOWING SCANNERS BEING USED AT THE COOK COUNTY SHERIFF'S TRAINING INSTITUTES: MODEL#8882.01 SERIAL#K36432 CUSTOMER#0019034 -LOCATED AT MAYWOOD MODEL#8882.01 SERIAL#K22402 CUSTOMER#0092908- LOCATED AT MORAIN VALLEY MODEL#8882.01 SERIAL#K36431 CUSTOMER#0092908- LOCATED AT MORAIN VALLEY . *CONTRACT PERIOD* : JUNE 28, 2012 THRU JUNE 27, 2013 . Sole Source	3.00 EA	510.0000	1,530.00	2111097.501865
***** Total Order *****				1,530.00	

NOTE: VENDOR AGREES NOT TO EXCEED THE QUANTITY OR DOLLAR AMOUNT OF THIS ORDER WITHOUT WRITTEN AUTHORIZATION FROM THE PURCHASING AGENT

**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.  
**PURCHASING AGENT** Date: \_\_\_\_\_

*[Handwritten Signature]*

6/7/12 BA

Report: R56REQ2

# Purchase Requisition Office of the Purchasing Agent

Cook County of Illinois

Requisition # OR 103043 Contract #

Ship To: 461554 Sheriff - Training Institute  
10900 S. 88th Ave  
Building A - Room 140  
Palos Heights IL 60465

Delivery Instructions:  
SCOTT KURTOVICH  
708-974-5605

Supplier: 804514 Harland Technology Svcs/Div of  
2020 S 156th Circle  
Omaha NE 68130

Open Date

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

Line # Commodity Description

Bal. on Hand

Quantity UOM

Est. Unit Cost

Extended Cost

Business Unit and Object Account

1.000	962	SCANTRON SCANNER MAINTENANCE AGREEMENT ON THE FOLLOWING SCANNERS BEING USED AT THE COOK COUNTY SHERIFF'S TRAINING INSTITUTES: MODEL#8882.01 SERIAL#K36432 CUSTOMER#0019034 -LOCATED AT MAYWOOD MODEL#8882.01 SERIAL#K22402 CUSTOMER#0092908- LOCATED AT MORaine VALLEY MODEL#8882.01 SERIAL#K36431 CUSTOMER#0092908- LOCATED AT MORaine VALLEY	<	>	3.00	EA	510.0000	1,530.00	2111097.501865
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\*CONTRACT PERIOD\* : JUNE 28, 2012 THRU JUNE 27, 2013

Total of Items Ordered

1,530.00

*Nicki -  
Pls verify this SS.*

RECEIVED  
OFFICE OF THE  
PURCHASING AGENT

2012 APR 4 AM 10:39

BOOKKEEPING

### 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

Purchase Order Number

181587 OF

Buyer Number 724150 Supervisor 40  
Bid/Sole Src Code SSV  
Business Unit 2111097  
Internal Req Number 22110806  
Board Apr Date & Item 4/3/2012  
Requisition Date 4/3/2012  
Date Needed

Expiration Date Emergency No.

*81 Bk new  
Nicki*

*NE-30-12*



**COOK COUNTY SHERIFF'S INSTITUTE FOR  
LAW ENFORCEMENT EDUCATION & TRAINING**

**THOMAS J. DART, SHERIFF  
SCOTT KURTOVICH, EXECUTIVE DIRECTOR**



**SHERIFF'S POLICE ACADEMY  
COMMAND & STAFF CENTER**

**DEPARTMENT OF CORRECTIONS ACADEMY  
COURT SERVICES ACADEMY**

March 30, 2012

Ms. Maria De Lourdes Coss  
Purchasing Agent  
County Bldg. Room 1018  
Chicago, IL 60602

Dear Ms. De Lourdes Coss:

The Cook County Sheriff's Training Institute is requesting a sole source contract for maintenance and replacement parts with Harland Technology Services, a Division of Scantron of Omaha, Nebraska, formally known as Scantron Corporation of Irvine, California. The Sheriff's Training Institute has three of the ES Series Scanners that were purchased by the Cook County Sheriff's Department. Scantron Corporation is the sole manufacturer of iNSIGHT, OpScan and the ES Series Scanners. Harland Technology Services is the sole source provider of maintenance and Replacement parts in the United States for the combined Scantron/NCS proprietary scanning Equipment and software.

If you have any questions, please contact my office at (708) 974-5700.

Sincerely,

Scott Kurtovich, Executive Director  
Cook County Sheriff's Training Institute

SK/lc

SUBJECT: 2012 SOLE SOURCE CERTIFICATION

To Whom It May Concern:

For more than four decades, Scantron Corporation has helped education, commercial and government organizations worldwide measure and improve effectiveness with data collection, assessment, and survey solutions. The company manufactures and services scannable data collection products, including printed forms, scanners and related software, for major mission-critical data collection projects.

Scantron is the inventor and manufacturer of Optical Mark Reading (OMR) scanners and holds intellectual property protections relating to the technology used in software support for its iNSIGHT™ and OpScan® product lines as well as its proprietary software, ScanTools® Plus. These products are used for resolving optical marks including accurate determination of intended marks versus erasures. Scantron's image based scanners can also capture machine printed characters, hand-printed characters, and bar codes directly into full or partial image clips for storage/retrieval systems.

This letter is to confirm that Scantron Corporation is the sole source provider of the iNSIGHT and OpScan brand scanners as well as the maintenance and support for these products. Additionally, Scantron is the sole source provider for the following software products: ScanTools® Plus, Scantron DesignExpert™, ParSystem®, SurveyTracker Plus® and Class Climate®.

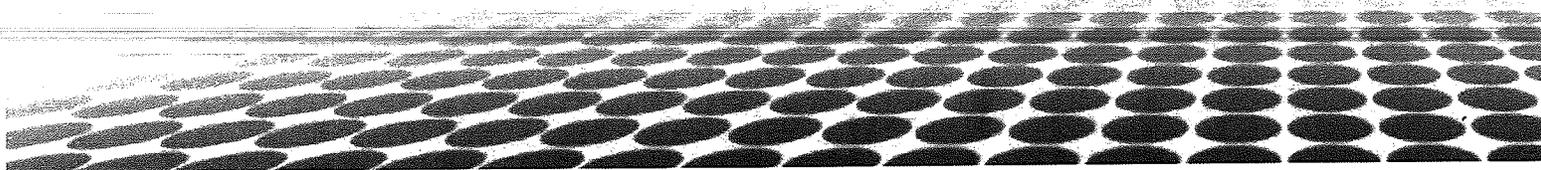
If you have any questions, please don't hesitate to contact me at the number listed below.

Sincerely,



Angie Weadge  
Sr. Contract Specialist  
Telephone: 651-683-6366  
[angie\\_weadge@scantron.com](mailto:angie_weadge@scantron.com)

1313 Lone Oak Road  
Eagan, MN 55121  
651.683.6000 <T>  
651.683.6226 <F>  
scantron.com <W>



# Notice of Renewal – Return With PO#



PAGE: 1

2020 S 156<sup>th</sup> Circle  
Omaha, NE 68130  
(F) 402.697.3352  
(E) renewals@harlandts.com  
**Questions: 800.228.3628**  
**Renewals: x3251**  
**Invoice Questions: x3281**

**Renewal Notice Sent To: 92908 - 320092908**  
DANA R. WRIGHT EXEC DIRECTOR  
COOK COUNTY SHERIFFS  
9000 W COLLEGE PKWY  
TRAINING INSTITUTE ROOM A140  
PALOS HILLS, IL 60465-1444

**Invoice Sent To: 92908**  
COOK COUNTY SHERIFFS  
ATTN: ACCOUNTS PAYABLE  
9000 W COLLEGE PKWY  
TRAINING INSTITUTE ROOM A140  
PALOS HILLS, IL 60465-1444

Scantron Corporation and Harland Technology Services ("HTS"), a division of Scantron Corporation ("Scantron"), currently provides you maintenance services for the products referenced in the schedule below and located at the address(es) set forth herein. The services keep the products in good operating condition and minimize breakdowns. The services are offered subject to the terms and conditions below, on the back of this form, and within any applicable enclosures (the "Agreement").

### Schedule of Service And Products

Scantron and HTS will provide maintenance services at the prices indicated from **06/28/2012 to 06/27/2013**. This Agreement will remain in effect after that date unless cancelled or modified by either party in accordance with Agreement terms and conditions.

Agreement Num: 00181363 **Onsite Maint**  
Previous PO#: 176936-000-OP (11)

Billing Cycle: Annual

Model	Description	Serial Number	Contact	Rate
<b>CUST# 0019034-000: Cook Cnty Police Dpt, 1311 S Maybrook, Maywood, IL 60153-3499</b>				
8882.01	SCANTRON SCANNER, 888P/P+, TSM	K-36432	Tim Brennan 708-865-6386	510.00
<b>CUST# 0092908-000: Cook County Sheriffs, 9000 W College Pkwy, Palos Hills, IL 60465-1444</b>				
8882.01	SCANTRON SCANNER, 888P/P+, TSM	K-22402	Loretta Cunningham 708-974-5700 Rm A101	510.00
8882.01	SCANTRON SCANNER, 888P/P+, TSM	K-36431	Loretta Cunningham Rm A146 Hrs 8-5	510.00

TOTAL AMOUNT 1,530.00

This price quote does NOT include any sales or use taxes. Applicable taxes will be applied at the time of invoicing.  
If payment is made prior to invoicing, please add the appropriate sales or use taxes to your payment.

*Nancy Sindelar*

HTS Representative Signature

NANCY SINDELAR

3/15/2012

Date

HTS Representative Printed Name

Customer Signature

Title

Date

Purchase Order #

284366-1

## Notice of Renewal Return With PO#



**Cook County  
Office of the Purchasing Agent**

**Sole Source Justification**

<b>General Information</b>	Date: 5/31/12
Unit/Department: CC Sheriff Training	Phone No. 0059
Contact Name: Colleen Sullivan	email: colleen.sullivan@cookcountyil.gov

<b>Vendor Information</b>	Requisition No. #103043
Name: Hayward Technology Svcs	Purchase Order No.
Address: 20205 156th Circle Omaha NE, 68130	Contract No.

**Description.** Please provide a description of the goods or services required, the duration or frequency of the requirement, and where will the services or goods be delivered.

Scantren scanner maintenance on scanners being used at the Cook County Sheriff's Training Institute.

**Type.** Please select one of the options and explain below.

Single Source     
  Proprietary/Copyright Restrictions     
  Equipment Compatibility  
 Patented Product     
  Exclusive or Unique Capability     
  Other, please explain

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**Explanation:** Why is this product or service the only one that would satisfy the requirement(s)?

Hayward is a division of Scantren. Scantren is the inventor of the ES Series (OMK) scanners. These are the scanners we use.

**Due Diligence.** Describe the due diligence performed that led to the conclusion that this is a sole source.

We currently use these scanners for our testing of officers + need these maintained

<b>Department Recommendation</b>	
Requestor: Colleen Sullivan	Date: 5/31/12
Department Head: [Signature]	Date: 5/31/12

<b>Purchasing Agent Approval</b>	Date: 6/7/12
Signature: [Signature]	

# Memo

**To:** Brandie Knazze  
Nicki Cannatello

**From:** Ryan Connor

**Date:** 5/30/2012

**Re:** Harland Technology Services Sole Source Parts and Maintenance Contract for Sheriff's Institute for Law Enforcement Education & Training.

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I reviewed the Sheriff's request for a sole source contract with Harland Technology Services ("HTS") for one year maintenance and replacement parts for three Scantron 888P/P+ Optical Mark Recognition Scanners, and found that the contract is justifiably sole source. HTS is a division of Scantron. Through a quick web search, I found no technicians available to repair this model of scanner. I then called Scantron and spoke with a representative who stated the 888P/P+ is proprietary; no outside maintenance providers are available in Cook County (or nationwide).