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.

DATE
5/18/2012
F.O.B. POINT

PURCHASE ORDER NO.
181453 - 000- OP
REQUISITION NO.
00103608 OR

PURCHASE ORDERED ISSUED TO

81923

InterPark LLC
200 N LaSalle ST Ste 1400
Chicago IL 60601

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

SHIP TO Clerk of the Circuit Court-Fin Plan&Con
69 W Washington St 25th Floor
Chicago IL 60602

DELIVERY INSTRUCTIONS
69 West Washington, Room 2500 Attn:
Sherri Kusek 603-5015

DEPT NO	
3350766	Page 1 of 1

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	Pre-Paid Parking Passes Pre-paid all day parking validations for the Wabash / Randolph Self Park located at 20 East Randolph, Chicago, Illinois. Must be inside delivery Requisition: 23350042	285.00 EA	13.0000	3,705.00	3350766.501990
	*******	Total Order *******		3,705.00	

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:**

5/21/12
BK

81 BR New

Report: R56REQ2

#20

PA

Purchase Requisition

Office of the Purchasing Agent

Cook County of Illinois

Purchase Order Number

181453

Requisition # OR 103608 Contract #

Open Date

Buyer Number 724150 Supervisor 40
Bid/Sole Src Code
Business Unit 3350766
Internal Req Number 23350042
Board Apr Date & Item
Requisition Date 5/7/2012
Date Needed 5/7/2012

Ship To: 8000087 Clerk of the Circuit Court-Fin
Skokie Court Building - 2nd Di
Chicago IL 60602

Delivery Instructions:
69 West Washington, Room 2500
Attn: Sherri Kusek 603-5015

Supplier: 81923 InterPark LLC
200 N LaSalle ST Ste 1400
Chicago IL 60601

One Time Purchase ____ Yes ____ No Covers Need 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	860	Pre-Paid Parking Passes Pre-paid all day parking validations for the Wabash / Randolph Self Park located at 20 East Randolph, Chicago, Illinois. Must be inside delivery Requisition: 23350042	< >	285.00	EA	13.0000	3,705.00	3350766 50199

Total of Items Ordered 3,705.00

RECEIVED OFFICE OF THE PURCHASING AGENT 2012 MAY -8 PM 1:57

DOCUMENTED

PROCUREMENT

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.

REQUISITIONER

BUREAU or DEPARTMENT HEAD

5/8/12

CCA

APPROVED BUDGETARY ACCOUNT

PURCHASING USE ONLY

ACCT # _____

DATE _____ BY _____

RECEIVED OFFICE OF THE PURCHASING AGENT 2012 MAY -8 PM 2:26

InterPark

200 North LaSalle Street
Suite 1400
Chicago, Illinois 60601

312.935.2800
312.935.2777 fax

To: Clerk of the Circuit Court
Attention: Sherri Riley

From: InterPark

Date: 4/5/2012

Re: Quote

285 all day pre-paid parking passes at the rate of $13.00 per pass for the Wabash Randolph Self Park located at 20 East Randolph, Chicago IL.

Total amount $3705.00

Brent Young
InterPark

Standard Parking®

200 West Randolph Street
Chicago, IL 60606
312.263.0219

April 20, 2012

Ms. Sherry Kusek
Circuit Court of Cook County
Chicago, IL

Re: Pre-paid parking tickets

Dear Ms. Kusek:

The following is a price quote for 24-hour pre-paid parking tickets accepted at the Randolph & Wells Self Park located at 200 West Randolph Street.

The price per ticket is $21.00. Based on an order for 285 tickets, the total amount due will be $5,985.00.

Please call me at 312.263.0219 if you have any questions.

Thank you,

Mark Lukasick
Facility Manager

MILLENNIUM GARAGES
Park here. Go anywhere.

TO: Sherri Riley-Kusek
Budget & Purchasing Agent
Clerk of the Circuit Court of Cook County

FROM: Kimberly Hyla
Director of Marketing – Millennium Garages

DATE: April 26, 2012

The Millennium Garages, on behalf of Chicago Loop Parking, LLC, is pleased to extend the following pricing for validations at the Millennium Park Garage:

Entity:	Clerk of the Circuit Court of Cook County
Group:	General employee parking
Garage:	All Millennium Garages Millennium Park Garage East Monroe Garage (temporarily closed for construction-will reopen in summer, 2012) Grant Park North Garage Grant Park South Garage
Number of Validations:	285
Rate per Validation:	$18.00
Validation Description:	24 hour - Universal
Expiration:	None
Terms:	Payment must be received prior to or upon validation pick up. Validations will be picked up at the garage office (choose garage office). Attached Terms and Conditions apply where necessary.

Please feel free to contact me, should you have any questions regarding these terms. If approved, please indicate by signing below and returning to me via fax at 312-616-1542 or email khyla@lazparking.com .

Thank you for this opportunity!

ACCEPTED: _____

DATE: _____

LAZ PARKING CHICAGO – Terms & Conditions

1. Obtaining a Parking Key Card

A. A monthly parking key card may be obtained by the company administrator or as an individual by registering online at www.lazparking.com. Applicants must complete the application identifying each vehicle to be used by the key card holder. The following information must be furnished for each vehicle listed: License plate number, vehicle's make, model, year and color.
B. A fee of $25 will be required for lost or stolen key cards.
C. A lost or stolen key card should be reported as soon as possible.
D. If participating in a group discount rate, parker **must** show proof of employment (building ID, business card, paystub, etc.).

2. Conditions for Use of a Parking Key Card

A. A parking key card authorizes the holder to have only one of the vehicles listed on the application in the garage at any given time.
B. Owners of more than one vehicle or members of car pools may, therefore, use a single card for more than one vehicle as long as each one has been listed and only one vehicle is parked in the garage at the time.
C. If two members of a car pool drive two vehicles on the same day, only one car pooler will be permitted to use the key card. The other car pooler must pull a ticket and must pay for parking at the current daily rate.
D. The key card holder is responsible for updating any changes regarding card type, license number, address, employer or telephone number.
E. Any parker found to be misusing their parking privileges (Example, but not limited to: passing the card to another individual) will be subject to termination of privileges.
F. Failure to properly register your car or misuse of parking spaces may subject your car to ticketing or towing.
G. Long term storage of vehicles, properly registered or not, is not permitted without the prior written consent of LAZ Parking. Special Rates may apply for overnight storage.
H. The Monthly License Fees may not be prorated or otherwise adjusted for periods during which the Licensee does not use the parking spaces granted under the License Agreement, including during such times when the City of Chicago exercises its right from time to time to temporarily close the public right of ways and entrances adjoining the Garage.

3. Payments on a Parking Account

A. Reoccurring monthly credit card payments for parking will be charged to the secured credit card on file. Payment can also be made by check payable to Chicago Loop Parking, LLC and mailed to the remit address on the invoice or the payment can be made online @ www.lazparking.com. All checks returned from the bank for nonpayment will be assessed a $25 service charge.
B. Payment for monthly parking is due on the 1st of each month. Payment is considered late after the 5th and card deactivation is on the 6th. If the 5th falls on a Saturday, Sunday or Holiday, payments are due the prior business day. Any parker with an outstanding balance after the 6th of the month may be assessed a $25 late fee. A $25 reactivation fee may be assessed in addition to the $25 late fee. Anyone having their card deactivated a total of three (3) times risks having their parking privileges terminated.
C. Refunds for parking will not be made to anyone whose card has been deactivated due to nonpayment.
D. If the parker believes an error has been has been made on his/her account, proof of payment will be required (canceled check or credit card receipt). No adjustments will be made without verification.

4. Termination of Parking

A. Upon termination of parking, the parking key card must be returned to LAZ Parking in order to receive a card deposit refund (if applicable). The tenant's parking account must be current and paid in full and the key card must be in working condition before a refund will be issued. Credit is based on the date the key card is returned to LAZ Parking and will be determined on a case-by-case basis.

5. Procedures When You Forget Your Key Card

A. If the monthly or daily (charge by use) parker is without a key card and a ticket is pulled to enter the parking garage, the parker is responsible for payment of the ticket. The monthly/daily parker is to press the assistance key (at the lanes) or come directly to the garage office to notify the garage staff that he/she is without a key card. Any person found to be misusing their parking key card will be subject to termination of parking privileges.

6. Parking Deck Procedures

A. Follow directional signs throughout all levels of the deck.
B. Use your key card to both enter and exit from the facility. DO NOT TAKE A TICKET TO ENTER THE GARAGE. If a ticket is pulled, you will be responsible for payment at the posted rate.
C. The parking access system will not allow pass backs or multiple exits. Key cards must be used in sequence. Only one entrance and one exit are allowed per cycle. Unlimited cycles are allowed daily for monthly card holders only.
D. Overnight storage of a vehicle is not permitted without the prior consent of LAZ Parking.
E. PARKERS WHO ARE OBSERVED DRIVING THE WRONG WAY WILL BE GIVEN ONE WRITTEN WARNING. FUTURE VIOLATION MAY RESULT IN TERMINATION OF PARKING PRIVILEGES.
F. A speed limit of 5 mph will be monitored by Parking Personnel and Security Officers: violations will be issued.
G. Parking is not allowed in RESERVED, VISITOR, HANDICAP PARKING OR IN NO PARKING ZONES unless authorized to do so.
H. PARKING IS ALLOWED BETWEEN THE LINES IN ONE SPACE ONLY. PLEASE DO NOT PARK IN CROSSED OUT AREAS OR SOLID PRINTED AREAS AT STAIRWELL ENTRANCES.
I. Please deposit trash in containers located throughout the garage.
J. Any accident occurring in the garage involving damage to vehicles or personal injury should be reported to the Chicago Police Bureau (911) and Laz Parking Security located at each garage office.
K. LAZ PARKING is not responsible for theft, damage, loss of vehicles or items contained within the vehicle while parked on the premise. Damage or theft to any vehicle is the sole responsibility of the vehicle's owner.
L. Any parker receiving three (3) or more violations will be subject to termination without further warning. Violations are given for using two spaces, driving the wrong way, speeding or any other reasons at the discretion of the Parking Manager.
M. Unidentified vehicles. A citation will be left on the windshield or your vehicle will be subject to ticketing or towing. A response is required the following day to ensure identification.

Parker's initials: _____ Date: _____

DOROTHY BROWN
CLERK OF THE CIRCUIT COURT

FINANCIAL PLANNING & CONTROL
69 W. Washington
Room 2500
Chicago, Illinois 60602
(312) 603-5386
FAX (312) 603-5013
www.cookcountyclerkofcourt.org

OFFICE OF THE CLERK OF THE CIRCUIT COURT OF COOK COUNTY

May 7, 2012

Ms. Maria de Lourdes Coss
Chief Procurement Officer
118 North Clark Street – Room 1018
Chicago, IL 60602

Dear Ms. Coss:

We are requesting for a Purchase Order to be issued for System #103608 (Requisition #23350042), to Interpark, Chicago, Illinois, for 285 pre-paid parking validations. Interpark submitted the lowest quotation from three parking garages that were solicited in the amount of $3,705.00.

The parking validations are to be used for employees traveling from the outlying Districts or other satellite offices within the Clerk of the Circuit Court to attend meetings in the downtown area.

Thank you for your consideration in this matter.

Sincerely,

Dorothy Brown
Clerk of the Circuit Court