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

81137

Warehouse Direct
2001 S Mount Prospect Road
Des Plaines IL 60018

DATE
6/14/2012
F.O.B. POINT

PURCHASE ORDER NO.
181817 - 000- OP

REQUISITION NO.
00104045 OR

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

SHIP TO County Clerk - Election Department
Cook County Administration Offices
69 W. Washington Street - 5th Floor
Chicago IL 60602-3007

DELIVERY INSTRUCTIONS
SCOTT ERDMAN
312*603*7689

DEPT NO	
5240583	Page 1 of 1

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	1 1/2" ROUND BUTTON "BE HEARD VOTE" 1 1/2" round button with a standard safety pin. this includes a 1-4 color imprint item # EB06OL.	7,500.00 EA	.1600	1,200.00	5240583.520620
2.00	PROOF CHARGE	1.00 EA	12.0000	12.00	5240583.520620
3.00	FREIGHT WOULD LIKE TO SEE PROOF BEFORE VENDOR PROCEEDS WITH THE ENTIRE ORDER FOR DELIVERY INSTRUCTIONS PLEASE CALL LORETTA - 312*603*1083	1.00 JB	13.1000	13.10	5240583.520620
	*******	Total Order *******		1,225.10	

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:**

Maria de Lourdes Cos

6/27/12 BR

81 BK new

Report: R56REQ2

Purchase Requisition

Office of the Purchasing Agent

Cook County of Illinois

Purchase Order Number

181817

Requisition # OR 104045 Contract #

Open Date

Ship To: 8000175	County Clerk - Election Depart Cook County Administration Off 69 W. Washington Street - 5th Chicago IL 60602-3007	Delivery Instructions: SCOTT ERDMAN 312*603*7689	Supplier: 81137	Warehouse Direct 2001 S Mount Prospect Road Des Plaines IL 60018

Buyer Number	724151 Supervisor 50
Bid/Sole Src Code	SSV
Business Unit	5240583
Internal Req Number	25240043
Board Apr Date & Item	
Requisition Date	5/31/2012
Date Needed	5/31/2012

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	578	1 1/2" ROUND BUTTON	"BE HEARD VOTE"	<	>	7500.00	EA	.1600	1,200.00	5240583.520620
2.000	578	PROOF CHARGE		<	>	1.00	EA	12.0000	12.00	5240583.520620
3.000	578	FREIGHT		<	>	1.00	JB	13.1000	13.10	5240583.520620

WOULD LIKE TO SEE PROOF BEFORE VENDOR
PROCEEDS WITH THE ENTIRE ORDER
FOR DELIVERY INSTRUCTIONS
PLEASE CALL LORETTA - 312*603*1083

Total of Items Ordered 1,225.10

2012 JUN -7 AM 10:33

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

Dir of Oper 6/5/12
BUREAU or DEPARTMENT HEAD

CCA

APPROVED BUDGETARY ACCOUNT

ACCT # _____

DATE _____ BY _____

PURCHASING USE ONLY

OFFICE OF COOK COUNTY CLERK DAVID ORR
118 N. CLARK STREET, ROOM #1034, CHICAGO, IL 60602

SCOTT ERDMAN, DIRECTOR OF OPERATIONS
scott.erdman@cookcountyil.gov
TEL 312.603.7689 **FAX** 312.603.6943

EMAIL

WEB cookcountyclerk.com

May 31, 2012

Ms. Maria de Lourdes Coss
Cook County Chief Procurement Officer
118 N. Clark Street, Room 1018
Chicago, IL 60602

Re: (25240043/104045)

Dear Ms. Maria de Lourdes Coss,

Attached is a requisition for 7500 buttons for our Communications Department.

We are submitting three (3) quotes from Warehouse Direct, 4Imprint, and Pro Star with the lowest bidder being Warehouse Direct.

If you have any questions, please give me a call at 312*603*7689

Sincerely,

Scott Erdman
Director of Operations
Office of the County Clerk

Quote for Buttons...

Amy Enright [AmyEnright@warehousedirect.com]

Sent: Wednesday, May 30, 2012 2:41 PM

To: Loretta Lopez (County Clerk)

Cc: Cindy Hardin [chardin@warehousedirect.com]

Attachments: photo.jpg (36 KB) ; EB060L.JPG (303 KB)

The pricing below is for a 1 1/2" round button with a standard safety pin. This includes a 1-4 color imprint.

Item #- EB060L

7500- $.16 each	7500 @ .16 each	$1.200.00
No setup charge	proof charge	$12.00
Proof charge- $12.00 each	freight	$13.10
Freight estimate: $13.10	Total	$1.225.10

Standard production time is 5-7 business days after proof approval

If you have any questions, please let me know. Have a great day!

Thank you!

We are pleased to announce that we have moved!!!
Please send all correspondence to the address below:
Our phones, faxes, emails and website will remain unchanged.
We appreciate your cooperation

Amy Enright
Promotional Products
Warehouse Direct Business Products & Services
"The Largest Independently Owned Business Products Company in the Midwest"

2001 S Mount Prospect Road, Des Plaines, IL 60018
Tel: 847-631-7421 Fax: 847-631-3486
E-mail: amyenright@warehousedirect.com

Please consider the environment before printing this e-mail

OFFICE SUPPLIES • OFFICE FURNITURE, INTERIORS & DESIGN • TECHNOLOGY PRODUCTS • JANITORIAL SUPPLIES & EQUIPMENT • COFFEE SERVICE & BREAKROOM PRODUCTS • DOCUMENT IMAGING EQUIPMENT • COMMERCIAL PRINTING & PROMOTIONAL PRODUCTS

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4imprint

Quotation 6856650

4IMPRINT
101 Commerce St PO Box 320 Oshkosh, WI 54901
www.4imprint.com

Toll Free 877-446-7746
Free Fax 800-355-5043

Main Address
Loretta Lopez
Cook County Clerk
69 W WASHINGTON ST
STE 1418
CHICAGO
IL
60602-3988
USA

Fax: 312-603-4013

Invoice Address
Accounts Payable Dept
Cook County Clerk
69 W Washington St Ste 1418
Chicago IL 60602
USA

Shipping Address
Loretta Lopez
Cook County Clerk
69 W WASHINGTON ST
STE 1418
CHICAGO
IL
60602-3988
USA

Quotation	6856650	**Quote Date:**	5/25/2012
Account Rep.	Laura Wollerman	**Expiry Date:**	6/24/2012
Administrator	Laura Wollerman	**Account No.:**	2094139
Contract User Id	Laura Wollerman	**Cust. Ref.:**	

Item: 1-1/2" Round Button with Safety Pin Back **Colors (base, trim): White, White**

Qty	Item#	Description	Unit $	Price	Total
7500	325788	1-1/2" Round Button with Safety Pin Back	$0.2000	$1,500.00	$1,500.00
		Total			$1,500.00

No shipping charges.

Artwork Instructions
Product Color (Base, Trim): White, White
Branding Location: Front Branding Colors:Full Color.

Additional Notes:
Questions Call: Laura Wollerman
Direct Phone: 888-722-5203
Email: lwollerman@4imprint.com
Direct fax: 888-589-8772

Grand Total $1,500.00

METHOD OF PAYMENT [ ] We previously ordered from you on open account. [ ] We are well rated with Dun & Bradstreet. My D & B number is_____. [ ] Please fax us a Credit Application. We understand that our order will not go into production until your application is approved, which may take 2-3 weeks. [ ] Enclosed is a check in the amount of $_____payable to 4imprint. [ ] MasterCard [ ] Visa [ ] American Express [ ] Discover [ ] Diner's Club ***IMPORTANT**** To place your order please put a check mark next to the item(s) you wish to order , sign below and return all pages of this quotation with your artwork. If paying by credit card please contact your customer service representative with your credit card details. Your Signature_____ Title_____ Date_____ Your Purchase Order #_____

Shipment Details

Shipment to	Qty	Item#	Must Ship	Carrier, service	Due Date	Freight
Address as above	7500	325788		UPS Ground (Parcel)	5/29/2012	

RE: 4imprint:Quotation 6856650 revised

Laura Wollerman [lwollerman@4imprint.com]

Sent: Wednesday, May 30, 2012 10:36 AM

To: Loretta Lopez (County Clerk)

No there is no shipping
Thanks!

From: Loretta Lopez (County Clerk) [mailto:loretta.lopez@cookcountyil.gov]
Sent: Tuesday, May 29, 2012 12:51 PM
To: Laura Wollerman
Subject: RE: 4imprint:Quotation 6856650 revised

Hi Laura
is there shipping and handling for this?
Loretta

From: Laura Wollerman [lwollerman@4imprint.com]
Sent: Tuesday, May 29, 2012 12:14 PM
To: Loretta Lopez (County Clerk)
Subject: 4imprint:Quotation 6856650 revised

Greetings,

Thank you for choosing 4imprint for your promotional product needs.

Attached you will find the pricing information you requested.

To place your order:

- Reply to this e-mail with your approval on the items you wish to order
- Select payment method
- Attach your artwork file (logo and/or text). For more information about art preparation, visit our website at: www.4imprint.com/nelson/art.htm

- Approve the art proof you will receive in approximately 3-4 business days

Thank you for giving 4imprint the opportunity to serve you.

If you have any questions, feel free to contact me:

Laura Wollerman
Special Market Account Representative
4imprint
Direct Phone: 888-722-5203
Direct Fax: 888-589-8772

Quotation 6856650

Mitch Julliussen

FAXED 1:45PM

312-603-6943

PROSTAR
3014 COMMERCIAL AVE
NORTHBROOK, IL 60062
Phone: (847) 509-9828
Fax: (847) 509-9741
Email: mitch@prostargroup.net
Website:www.prostarpromotions.com

MAY 29, 2012

L. LOPEZ
COOK COUNTY CLERK OFFICE

HELLO LORETTA
HERE IS MY QUOTE PER OUR CONVERSATION OF TODAY—

7500 UNITS * ITEM #100800 1½" ROUND SAFETY BUTTON

SAME IMPRINT AS BEFORE — ORDER DATED 6/23/11

UNIT COST .23¢

APPROXIMATE SHIP DATE - 10 WORKING DAY AFTER RECEIPT OF YOUR ORDER.

ADDITIONAL COST SHIPPING/HANDLING - $79.00

$1,725.00
79.00
$1,804.00

PLEASE CALL ME IF YOU HAVE ANY QUESTIONS!

SINCERELY
Mitch

BID TABULATION

BID NAME: ROUND BUTTON
BID NUMBER: 104045
BID OPENING DATE: Thursday, June 14, 2012
BID OPENING TIME: 10:00AM
BUYER NAME: BRENDA BEARD

				VENDOR #1:		VENDOR #2:		VENDOR #3:	
				PROMOTIONAL PRODUCTS		4 IMPRINT		PRO STAR	
ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	1 1/2" Round Button	7500.00	EACH	$0.16	$1,200.00	$0.20	$1,500.00	$0.23	$1,725.00
	"Be heard Vote								
	1 1/2" round button with a standard safety pin this includes a 1-4 color imprint								
	item # EBO60L								
2	Proof Charge	1.00	EACH	$12.00	$12.00	$0.00	$0.00	$0.00	$0.00
3	Freight	1.00	JB	$13.10	$13.00	$0.00	$0.00	$79.00	$79.00
	Would like to see proof before vendor proceed with the entire order for delivery instructions.								
	Please call Loretta (312) 603-1083								
					$1,225.00		$1,500.00		$1,804.00