



**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  
82893

Hilti Inc  
5400 S 122nd East Ave  
Tulsa OK 74146

DATE  
7/30/2012  
F.O.B. POINT

PURCHASE ORDER NO.  
**182361 - 000- OP**  
REQUISITION NO.  
00104849 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**  
Mike Perna 773-674-6371

|         |             |
|---------|-------------|
| DEPT NO |             |
| 2001113 | Page 1 of 1 |

| LINE                    | FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE    | QUANTITY/<br>UOM | UNIT PRICE | EXTENDED PRICE | ACCOUNT NUMBER |
|-------------------------|--|------------------|------------|----------------|----------------|
| 1.00                    | Battery, CPC II-ion B 14.4                       | 32.00 EA         | 109.0000   | 3,488.00       | 2001113.530275 |
| 2.00                    | Charger, battery c 4/36 LI-CPC                   | 16.00 EA         | 30.0000    | 480.00         | 2001113.530275 |
| 3.00                    | Freight  | .00 LO           | 26.0000    | 26.00          | 2001113.530275 |
| 4.00                    | Fuel charge<br>quote# 902394807<br>Req# 22000541 | .00 LO           | 6.0000     | 6.00           | 2001113.530275 |
| ***** Total Order ***** |  |                  |            | 4,000.00       |                |

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: \_\_\_\_\_

*Maia de la Cruz*  
8/2/12 BK

# Purchase Requisition

## Office of the Purchasing Agent

Cook County of Illinois

Purchase Order Number

152361

Requisition # OR 104849 Contract #

Open Date

Ship To: 8000409 Facilities Management  
 Criminal Justice Administration  
 2650 S. California Avenue  
 CHICAGO IL 60608-5145

Delivery Instructions: Mike Parma  
 773-674-6371

Supplier: 82893 Hilti Inc  
 5400 S 122nd East Ave  
 Tulsa OK 74146

Buyer Number 724151 Supervisor 50  
 Bid/Sole Src Code GSP  
 Business Unit 2001113  
 Internal Req Number 22000541  
 Board Apr Date & Item  
 Requisition Date 7/23/2012  
 Date Needed 7/23/2012

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                            | Battery, CPC lithium B 14.4    | <            | 32.00    | EA  | 109.0000       | 3,488.00      | 2001113.530275                   |
|                                  | Battery, CPC lithium B 14.4    | >            |          |     |                |               |                                  |
| 2.000                            | Charger, battery c 4/36 LI-CPC | <            | 16.00    | EA  | 30.0000        | 480.00        | 2001113.530275                   |
|                                  | Charger, battery c 4/36 LI-CPC | >            |          |     |                |               |                                  |
| 3.000                            | Freight                        | <            |          | LO  | 26.0000        | 26.00         | 2001113.530275                   |
|                                  | Freight                        | >            |          |     |                |               |                                  |
| 4.000                            | Fuel charge                    | <            |          | LO  | 6.0000         | 6.00          | 2001113.530275                   |
|                                  | Fuel charge                    | >            |          |     |                |               |                                  |
| As per attached quote# 902394807 |                                |              |          |     |                |               |                                  |
| Req# 22000541                    |                                |              |          |     |                |               |                                  |
| Total of Items Ordered           |                                |              |          |     |                |               | 4,000.00                         |

### 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.

*Abba* 7/23/12  
 REQUISITIONER

BUREAU or DEPARTMENT HEAD

CCA

APPROVED BUDGETARY ACCOUNT: 90:1114 4750000000 USE ONLY

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

RECEIVED  
 OFFICE OF THE PURCHASING AGENT  
 7/23/2012

THE BOARD OF COMMISSIONERS  
TONI PRECKWINKLE  
PRESIDENT

|                    |           |                            |            |
|--------------------|-----------|----------------------------|------------|
| EARLEAN COLLINS    | 1st Dist. | BRIDGET GAINER             | 10th Dist. |
| ROBERT STEELE      | 2nd Dist. | JOHN P. DALEY              | 11th Dist. |
| JERRY BUTLER       | 3rd Dist. | JOHN A. FRITCHEY           | 12th Dist. |
| WILLIAM BEAVERS    | 4th Dist. | LAWRENCE SUFFREDIN         | 13th Dist. |
| DEBORAH SIMS       | 5th Dist. | GREGG GOSLIN               | 14th Dist. |
| JOAN P. MURPHY     | 6th Dist. | TIMOTHY O. SCHNEIDER       | 15th Dist. |
| JESUS G. GARCIA    | 7th Dist. | JEFFREY R. TOBOLSKI        | 16th Dist. |
| EDWIN REYES        | 8th Dist. | ELIZABETH ANN DOODY GORMAN | 17th Dist. |
| PETER N. SILVESTRI | 9th Dist. |                            |            |



DEPARTMENT OF  
FACILITIES MANAGEMENT

**JIM D'AMICO - DIRECTOR**  
DEPARTMENT OF FACILITIES MANAGEMENT  
George W. Dunne Cook County Office Building  
69 W. Washington, Suite 3015  
Chicago, Illinois 60602-4053  
TEL: 312-603-0340  
FAX: 312-603-9990

July 21, 2012

Maria De Lourdes Coss, MPO, CPPA  
Chief Procurement Officer  
Room 1018  
Cook County Building

Dear Ms. Coss:

Please allow this letter to serve as "**Small Purchase Request**" for Requisition #22000541, System #104849 Hilti Inc., Tulsa, OK, for batteries and chargers.

Reason: These batteries and charges are for the cordless power tools that are used for jobs that the electricians at the Criminal Court Complex.

The vendor was chosen because submitted the lowest bid of the three bids received and is below the \$5,000.00 limit.

Fiscal Impact: \$4,000.00

Account: 2001113.530275

Your assistance in processing this request is appreciated.

Sincerely,

*Belinda Henderson KUB 7/23/12*

Belinda Henderson  
Business Manager  
Facilities Management

BH:tmh  
attachments



Hilti Inc.  
5400 South 122nd East Ave.  
TULSA, OK 74146

**Bill-To Address**

COOK COUNTY PURCHASING  
118 N CLARK ST  
RM 1018  
CHICAGO IL 60602-1405

**Delivery Address**

COOK COUNTY Facilities Management  
2650 S CALIFORNIA AVE  
CHICAGO IL 60608-5146

**Quotation 902394807**

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|                       |              |                                |              |
|-----------------------|--------------|--------------------------------|--------------|
| <b>Order Type:</b>    | Quotation    | <b>Customer Number:</b>        | 10741099     |
| <b>Creation Date:</b> | 07/12/2012   | <b>Purchase Order No.:</b>     |              |
| <b>Our Contact:</b>   | Brian Gunter | <b>Your Reference:</b>         |              |
|                       |              | <b>Your Main Contact:</b>      | DAN GRIFFIN  |
|                       |              | <b>Your Main Contact Tel.:</b> | 312-603-6430 |

| Item No.                      | Description                   | Ordered Quantity | Net Price/Unit | Net Value       |
|-------------------------------|-------------------------------|------------------|----------------|-----------------|
| 273114                        | B 14.4 Li-Ion CPC Battery     | 32 EA            | 109.00 EA      | 3,487.97        |
| 272939                        | C 4/36 Li-CPC Battery Charger | 16 EA            | 30.00 EA       | 479.98          |
| <b>Line Total</b>             |                               |                  |                | <b>3,967.95</b> |
| <b>FREIGHT</b>                |                               |                  |                | <b>26.00</b>    |
| <b>FREIGHT FUEL SURCHARGE</b> |                               |                  |                | <b>6.00</b>     |
| <b>Final Total USD</b>        |                               |                  |                | <b>3,999.95</b> |

3,488.00 + M  
 30.00 \*  
 16.00 =  
 480.00 + M  
 26.00 \*  
 1.00 =  
 26.00 + M  
 6.00 \*  
 1.00 =  
 6.00 + M  
 4,000.00 \* M  
 0.00 \*

Conditions. Price subject to change without notice. Phone 1-800-879-8000 Fax 1-800-879-7000



**J.P. SIMONS & CO.**  
1426 Brook Dr.  
Downers Grove, IL 60515

ATTN: Dan Griffin  
Cook County  
2650 S. California Ave.  
Chicago, IL 60608  
Fax # 773-674-5433

|                |            |                         |                |
|----------------|------------|-------------------------|----------------|
| Order Type:    | Quotation  | Customer Number:        | 18125287       |
| Creation Date: | 07/12/2012 | Purchase Order No.:     |                |
| Our Contact:   |            | Your Reference:         |                |
|                |            | Your Main Contact:      | MIKE BRADFIELD |
|                |            | Your Main Contact Tel.: | 630-693-0300   |
|                |            | FAX:                    | 630-693-0306   |

| Item No. | Description               | Ordered Quantity | Net Price/Unit | Net Value |
|----------|---------------------------|------------------|----------------|-----------|
| 273114   | B 14.4 Li-Ion CPC Battery | 32 EA            | 121/EA         | 3872.00   |
| 272939   | Battery Charger           | 16 EA            | 34/EA          | 544.00    |

0.\*M

Line Total

Final Total USD **\$4,416.00**

121 \* x  
32 \* =  
3,872.00 + M  
34 \* x  
16 \* =  
544.00 + M  
4,416.00 \* M  
0 \* \*

**J.P. SIMONS & CO.**  
1426 Brook Dr.  
Downers Grove, IL 60515

Thanks  
Mike  
*MBF*

# COOK COUNTY AWARD CHECKLIST FOR BIDS/RFP'S

Bids Report Date: \_\_\_\_\_  
 Permission to Negotiate Date: \_\_\_\_\_  
 Contracts and Bonds Date: \_\_\_\_\_

**IMPORTANT:** PLEASE READ AND FOLLOW THE INSTRUCTIONS FOR COMPLETING THE AWARD CHECKLIST AND CONTACT THE APPROPRIATE DEPUTY P.A. IF YOU HAVE ANY FURTHER QUESTIONS. ALL INFORMATION SHOULD BE COMPLETED AND RETAINED IN THE PROCUREMENT FILE.

Project Description: BATTERY & CHARGER  
 Vendor: HULTI Award Amount: 4,000.00 One-Time  Term Agreement   
 Contract No.: \_\_\_\_\_ Award Type:  Single  Multiple Renewals: \_\_\_\_\_  
 Requisition No.: (if known) \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
 PO No.: (if known) \_\_\_\_\_ Contact Person: DAN Department: \_\_\_\_\_  
 Telephone: 1 800 879 8000 Fax #: \_\_\_\_\_ Email: \_\_\_\_\_

Funding Type:  Institutional  State  Federal Grant  Other: \_\_\_\_\_

\*IF GRANT FUNDED, ATTACH COPY OF THE APPROVED GRANT AND APPLICATION AND ANY OTHER TERMS AND CONDITIONS OF FUNDING SOURCE THAT MAY APPLY. GRANT FUNDS MUST BE \_\_\_\_\_ COMMITTED OR \_\_\_\_\_ SPENT BY DEADLINE: \_\_\_\_\_ (DATE)

**COMPETITIVE SEALED BIDS**

|   |   |   |
|---|---|---|
| <input type="checkbox"/> Board's Permission to Advertise  | <input checked="" type="checkbox"/> Detailed Bid Tabulation | <input checked="" type="checkbox"/> 3 Vendor Signed Contracts         |
| <input checked="" type="checkbox"/> Requisition /Bid Specifications   | <input checked="" type="checkbox"/> Inventory Checklist     | <input type="checkbox"/> Legal Review                                 |
| <input type="checkbox"/> Sealed Bid Document  | <input type="checkbox"/> Surety Statement                   | <input type="checkbox"/> Child Support Verification                   |
| <input type="checkbox"/> Legal Ad (if applicable)   | <input type="checkbox"/> Insurance Certificate/Waiver       | <input type="checkbox"/> OIG/EPLS/IL Secretary State                  |
| <input type="checkbox"/> M/WBE Vendor Outreach List   | <input type="checkbox"/> Payment /Performance Bond          | <input type="checkbox"/> Fee Collecting Agencies Approval             |
| <input type="checkbox"/> Bid Notification Letters/Email   | <input type="checkbox"/> Unconditional Price Reduction      | <input type="checkbox"/> Ethics Verification                          |
| <input type="checkbox"/> Addendum #1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/> # _____ | <input type="checkbox"/> Recommended Awardees' Bid          | <input type="checkbox"/> Economic Disclosure Statement                |
| <input type="checkbox"/> Bid Deposit/Bid Bond   | <input type="checkbox"/> Department Recommendation Letter   | <input type="checkbox"/> Bids Report and Contracts and Bonds Approval |
| <input type="checkbox"/> Preliminary Bid Tabulation   | <input type="checkbox"/> Contract Compliance Letter         |   |

**REQUEST FOR PROPOSALS**

|   |   |   |
|---|---|---|
| <input type="checkbox"/> Scope of Services  | <input type="checkbox"/> Bid Deposit/Bid Bond   | <input type="checkbox"/> Payment Bond/Performance Bond                |
| <input type="checkbox"/> RFP Document   | <input type="checkbox"/> Preliminary RFP Tabulation   | <input type="checkbox"/> Legal Review                                 |
| <input type="checkbox"/> Appendix: Scope of Services  | <input type="checkbox"/> Inventory Checklist  | <input type="checkbox"/> 3 Vendor Signed Contracts                    |
| <input type="checkbox"/> Appendix: Schedule of Compensation   | <input type="checkbox"/> RFP Evaluation Matrix  | <input type="checkbox"/> Contract Compliance Letter                   |
| <input type="checkbox"/> Appendix: EDS  | <input type="checkbox"/> RFP Pricing Analysis Matrix:<br>Pre-BAFO <input type="checkbox"/> Post-BAFO <input type="checkbox"/>                                   | <input type="checkbox"/> Child Support Verification                   |
| <input type="checkbox"/> Appendix: Misc. Attachments  | <input type="checkbox"/> RFP Best and Final Offer (BAFO) Letters<br>#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/> # _____ | <input type="checkbox"/> OIG/EPLS/IL Secretary State                  |
| <input type="checkbox"/> Appendix: Contract   | <input type="checkbox"/> Committee Recommendation Letter  | <input type="checkbox"/> Fee Collecting Agencies Approval             |
| <input type="checkbox"/> Appendix: Board Approval   | <input type="checkbox"/> Dept. Recommendation Letter  | <input type="checkbox"/> Ethics Verification                          |
| <input type="checkbox"/> M/WBE Vendor Outreach List   | <input type="checkbox"/> Economic Disclosure Statement  | <input type="checkbox"/> Economic Disclosure Statement                |
| <input type="checkbox"/> RFP Notification Letters/Email   | <input type="checkbox"/> Recommended Awardees' Technical and Pricing Proposal   | <input type="checkbox"/> Bids Report and Contracts and Bonds Approval |
| <input type="checkbox"/> Addendum #1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/> # _____ | <input type="checkbox"/> Insurance Certificate/Waiver   |   |

Spec. Engineer: RB Date: 7/30/12 Deputy P.A.: Brandie v. Knapp Date: 8/2/12

