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
8/20/2012
F.O.B. POINT

PURCHASE ORDER NO.
182595 - 000- OP

REQUISITION NO.
00105184 OR

PURCHASE ORDERED ISSUED TO
838963
Addison Electric Inc.
502 Factory Rd
Addison IL 60101

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
Markham Court Bldg - 6th District Court
16501 S. Kedzie Parkway
Markham IL 60426-5509

DELIVERY INSTRUCTIONS
Bob Rassano 312-603-7719

DEPT NO 2001113

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	Motor, A.C. Smith 3 phase 3 phase totally enclosed air-over 2 hp, 1726rpm, 208-230/460 volts, 145t NEMA Frame As per Quotation No. 0011007 dated 7/30/12 Req# 22000585	1.00 EA	388.0000	388.00	2001113.530275
	*******	Total Order *******		388.00	

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 Maria de Lourdes Cors **Date:** 8/23/12

Initial Reviewer _____ Final Reviewer _____

RFP/CONTRACT REVIEW LOG

Contract #: _____

Requisition #: 105184-OR

Project Description: Motor

Department: Facilities Management

Dept. Contact: Bob Rassano

Contact Phone: 312-603-7719

Contact Email:

Date Req. Rec'd: 8/15/12	Bid Opening:	Bids Report:
Date to Spec. Engineer:	Pre-Bid Meeting:	Board Meeting: Item#
Date to U.D. for Review:	Award Letter Rec'd:	Contracts & Bonds:
Date Sign-off Rec'd:	Compliance Letter Rec'd:	Board Meeting: Item#
Advertisement Date:	Forwarded for Award:	

Expiration Notice Sent: Date scanned in ViewWise: _____

Notes:

Date:	Initials	Notes:
8/15/12	CJ	Gave to Brenda.

Ok

K

81 BK new

Report: R56REQ2

Purchase Requisition

Office of the Purchasing Agent

Cook County of Illinois

Purchase Order Number

182595

Requisition # OR 105184 Contract #

Open Date

Buyer Number 724151 Supervisor 50
Bid/Sole Src Code QSP
Business Unit 2001113
Internal Req Number 22000585
Board Apr Date & Item
Requisition Date 8/10/2012
Date Needed 8/10/2012

Ship To: 8000418 Facilities Management
Markham Court Bldg - 6th Distr
16501 S. Kedzie Parkway
Markham IL 60426-5509

Delivery Instructions:
Bob Rassano
312-603-7719

Supplier: 838963 Addison Electric Inc.
502 Factory Rd
Addison IL 60101

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	Motor, A.C. Smith 3 phase Motor, A.C. Smith 3 phase totally enclosed air-over 2 hp, 1726rpm, 208-230/460 volts, 145t NEMA Frame As per attached quote# 0011007 Req# 22000585	< >	1.00	EA	388.0000	388.00	2001113.530275

Total of Items Ordered 388.00

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.

8/10/12

REQUISITIONER

BUREAU or DEPARTMENT HEAD

CCA

APPROVED BUDGETARY ACCOUNT

2012 AUG 10 AM 11:02

PURCHASING USE ONLY

ACCT # _____

DATE _____ BY _____

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 M. 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

August 10, 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 #22000585, System #105184, Addison Electric, Addison, IL, for a motor.

Reason: This motor is replacing the burnt out motor that is needed to run the exhaust fans for Markham Courthouse.

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

Fiscal Impact: $388.00 Account: 2001113.530275

Your assistance in processing this request is appreciated.

Sincerely,

Belinda Henderson 8/10/12

Belinda Henderson
Business Manager
Facilities Management

BH:tmh
attachments

QUOTATION

ADDISON ELECTRIC
MOTION CONTROL SPECIALISTS
501 FACTORY RD. ADDISON, IL 60101
BUS.(630) 628-8080 FAX (630) 628-8097

TO:
COOK COUNTIES FACILITIES MNGT
118 N CLARK
CHICAGO, IL 60602

FAX: 3126036991 ATTN:

SHIP TO:
COOK COUNTIES FACILITIES MNGT
118 N CLARK
CHICAGO, IL 60602

ATTN: JIM

Quote No.	Date	Cust No	SALES REP	Your Referenced Inquiry	F.O.B.	Expiration
0011007	07/30/12	COOKC		YOUR RFQ	ORIGIN	30 DAYS

Item	Quantity	UM	Part	Description	Price $	Extension $
				STOCK IN MI INSIDE SALES PERSON: DAN JANKOVEC		
001	1.00	ea	H1032	MOTOR, A.C. SMITH Three Phase Totally Enclosed Air-Over, 2 HP, 1725 RPM 208-230/460 Volts 145T NEMA Frame *CROSSED FROM DAYTON PN: 4LY55	388.00	388.00
				Total for Quote $		388.00

By:

M

EVERGREEN SUPPLY COMPANY

CHICAGOLAND'S ELECTRICAL SUPPLIER OF CHOICE SINCE 1946

EVERGREEN SUPPLY CO
9901 SOUTH TORRENCE AVENUE
CHICAGO, IL 60617
773-375-4750
Fax 773-375-4785

Quotation

QUOTE DATE	QUOTE NUMBER
07/26/2012	S100082988

EVERGREEN SUPPLY CO
9901 SOUTH TORRENCE AVENUE
CHICAGO, IL 60617
773-375-4750
Fax 773-375-4785

PAGE NO. 1 of 1

QUOTE TO:

DEPARTMENT OF FACILITIES MGMT
JUVENILE CENTER WEST ADD
2245 W OGDEN AVENUE 5TH FLOOR
CHICAGO, IL 60612

SHIP TO:

COOK COUNTY BUILDING
C/O DEPT OF FACILITIES MGMT
118 N. CLARK STREET
CHICAGO, IL 60602

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON
16564			PATRICIA GALLAGHER

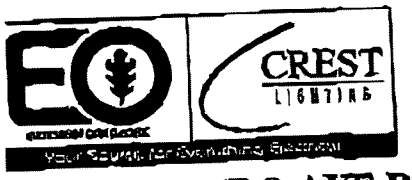
WRITER	SHIP VIA	TERMS	FRT ALLOW	EXPIRATION DATE
LESLIE WOOD	OUR TRUCK	NET 10 DAYS	Yes	08/13/2012

ORDER QTY	DESCRIPTION	UNIT PRICE	EXT PRICE
	SHIPPING INSTRUCTIONS REPLACING 9K989 DAYTON MOTOR		
1ea	2NKY2 DAYTON MOTOR	511.780/ea	511.78

PIPE AND WIRE PRICING SUBJECT TO MARKET CONDITIONS.

Subtotal	511.78
S&H Charges	0.00
Tax	0.00
Amount Due	511.78

Printed By: LWOOD on 7/26/2012 8:55:40 AM



EO CREST LIGHTING
Your Source for Everything Electrical
3400 S. CICERO AVE PO BOX 549
CRESTWOOD IL 60445
708-597-4220 Fax 708-597-1827

Quotation

07/23/12	S1549720

ORDER TO:
EVERGREEN OAK - CRESTWOOD
3400 S. CICERO AVE PO BOX 549
CRESTWOOD IL 60445
708-597-4220 Fax 708-597-1827

1 of 1

QUOTE TO:
COOK COUNTY GOVERNMENT
118 N. CLARK ST.
RM. 1018
CHICAGO, IL 60602-1314

SHIP TO:
COOK COUNTY GOVERNMENT
118 N. CLARK ST.
RM. 1018
CHICAGO, IL 60602-1314

CUSTOMER NUMBER	PURCHASE ORDER NUMBER	SALES PERSON NUMBER	TERMS
4789	BID		CASH ON DELIVERY

TAKEN BY	SHIP VIA	ORDERED BY	EXPIRATION DATE
Gary Houghton	BID	BID	08/22/12

QUANTITY	TYPE	DESCRIPTION	UNIT	AMOUNT
1		^DAYTON 9K989 REPLACED BY 4LY55 MOTOR	528.000e	528.00
		TAXES NOT INCLUDED		

Gary Houghton

MERCH	528.00
FRT - MISC	0.00
TOTAL	528.00

Please review this quotation carefully. We have prepared this quote using the information and quantities provided to us by the electrical contractor. We are not responsible for errors, omissions, code restrictions, or compliance to contract plans and specifications. All the details related to each item are specifically noted. If an item requires additional features not indicated, please contact us immediately for a revised quotation. Fixtures are not priced with lamps and are shipped with standard finishes unless specifically noted. Prices are not guaranteed after 30 days. Sales taxes are not included. Terms of Sale: All sales are expressly subject to Evergreen Oak Electric Supply and Sales Co.'s standard terms and conditions of sale which are on file and available upon request. These terms are also published on our website at www.evergreenoak.com/pdf/EOE_terms.pdf. Evergreen Oak Electric Supply and Sales Co. objects to any different or additional terms and conditions unless expressly accepted in writing by an officer of the Company. No sales representative of Seller has the authority to alter, vary or waive any of the standard terms and conditions of sale. A deposit may be required on custom orders [illegible] and balance paid at time of delivery. Evergreen Oak Electric Supply and Sales Co. is not responsible for any errors or omissions in [illegible] the date indicated above.

BID TABULATION

BID NAME: MOTOR
BID NUMBER: 105184
BID OPENING DATE: Monday, August 20, 2012
BID OPENING TIME: 10:00AM
BUYER NAME: BRENDA BEARD

				VENDOR #1:		VENDOR #2:		VENDOR #3:	
				ADDISION ELECTRIC MATERIALS, INC.		EVERGREEN SUPPLY COMPANY		EO CREST	
ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	Motor, A. C. Smith 3 Phase 3 Phase totally enclosed air-over 2hp, 1726rpm, 208-230/460 volts, 145t NEMA Frame.	1.00	EACH	$388.00	$388.00	$511.78	$511.78	$528.00	$528.00
					$388.00		$511.78		$528.00

COOK COUNTY AWARD CHECKLIST FOR BIDS/RFP's

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.

Bids Report Date: _____

Permission to Negotiate Date: _____

Contracts and Bonds Date: _____

Project Description: MOTOR PARTS

Vendor: Addison Elec	Award Amount: 388.00	One-Time ☒ Term Agreement ☐
Contract No.:	Award Type: ☒ Single ☐ Multiple	Renewals:
Requisition No.: (if known) 105184	Start Date:	End Date:
PO No.: (if known)	Contact Person: DAN	Department:
Telephone: 630 628 8080	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*

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

☐ *REQUEST FOR PROPOSALS*

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

Spec. Engineer: BB Date: 8/20/12 Deputy P.A.: _____ Date: _____

Rev. [6/3/2011]