



**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
83612

Nova-Tronics Inc
7701 Grant Street Unit C
Burr Ridge IL 60527

DATE
9/26/2012
F.O.B. POINT

PURCHASE ORDER NO.
183083 - 000- OP
REQUISITION NO.
00105972 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

Jack Reidy 773-674-3921

DEPT NO	
2001120	Page 1 of 1

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER	
1.00	Material costs	.00	LO	1,000.0000	1,000.00	2001120.540360
	Material costs					
2.00	Labor costs	8.00	HR	105.0000	840.00	2001120.540360
	Labor costs					
	quote from Novatronics 9/24/12					
	Req# 22000652					
***** Total Order *****				1,840.00		

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: _____

Mania de la Rosa

9/26/12 BT

81 BARNER

Report: R56REQ2

Purchase Requisition

Office of the Purchasing Agent
Cook County of Illinois

Purchase Order Number

Requisition # OR 105972 Contract #

Open Date

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

Delivery Instructions:
Jack Reidy
773-674-3921

Supplier: 83612 Nova-tronics Inc
7701 Grant Street Unit C
Burr Ridge IL 60527

Buyer Number 724151 Supervisor 50
Bid/Sole Src Code SSV
Business Unit 2001120
Internal Req Number 22000652
Board Apr Date & Item 9/25/2012
Requisition Date 9/25/2012
Date Needed 9/25/2012

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

Expiration Date _____ Emergency No. _____

Line # Commodity Description

Prior Contract No. _____

Business Unit and Object Account

Bal. on Hand

Quantity UOM

Est. Unit Cost

Extended Cost

1.000 961

Material costs

< >

LO

1,000.0000

1,000.00 2001120.540360

2.000 961

Labor costs

< >

8.00 HR

105.0000

840.00 2001120.540360

Labor costs

As per attached quote from Novatronics 9/24/12

Req# 22000652

Total of Items Ordered

1,840.00

*8 hrs of labor at \$105/hr
materials not included \$1,850
add scope to it.*

CERTIFICATION

I hereby certify that the items and/or services above are necessary to this department (or institution) and that the department, 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.

CCA

APPROVED BUDGETARY ACCOUNT

PURCHASING USE ONLY

ACCT #

DATE

BY

REQUISITIONER 9/25/12 BUREAU or DEPARTMENT HEAD

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.
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EDMIN 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

September 25, 2012

Ms. Maria de Lourdes Coss
Purchasing Agent
Room 1018
Cook County Building

Dear Ms. Coss:

Please accept this letter as justification for the **"Sole Source"** request of Requisition No. 22000652, System #105972 in the amount of \$1,840.00, Nova-tronics Inc., Burr Ridge, IL for the inspection and repair of the programming of the DanFoss frequency drive.

These services are needed because the frequency drives feeds the boiler system for the DOC complex. Due to the software copy rights, Nova-tronics is the only company that can make the necessary repairs.

Your assistance in processing this request is appreciated.

Sincerely,

Belinda Henderson
Business Manager
Facilities Management



Cook County
Office of the Chief Procurement Officer

Sole Source Justification

General Information	Date: 9/25/2012
Unit/Department: 200 DFM	Phone No. 773-674-6269
Contact Name: Jack Reidy	email

Vendor Information	Requisition No. <i>22000652</i> <i>105972</i>
Name: Novatronics	Purchase Order No.
Address: 7050 north Lehigh Ave. Chicago Il. 60646	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.

Programming for DanFoss Frequency Drive that feed the boiler system for the DOC complex it will be to trouble shoot the program and repair system. The will be at the Powerhouse located at the DOC on 31st and Sacramento.

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

Explanation: Why is this product or service the only one that would satisfy the requirement(s)?
Due to the software copy rights there are no other vendors to perform this work

Due Diligence. Describe the due diligence performed that led to the conclusion that this is a sole source.
Check with several vendors and they do not have the rights to repair or program the software.

Department Recommendation	
Requestor: Patrick Nolan <i>Patrick Nolan</i>	Date: 9/25/2012
Department Head:	Date:

Chief Procurement Officer Approval



A Division of Bornquist, Inc.

7050 North Lehigh Avenue, Chicago, IL 60646 * Phone 630/455-1034 * Fax 630/455-1062 * novatronics@bornquist.com

September 24, 2012,

COOK COUNTY POWER/CHILLER PLANT

ATTN: MR. BRIAN BARRON,

RE: DRIVE REPAIR

NOVATRONICS TO SUPPLY:

PROFESSIONAL FACTORY AUTHORIZED INSPECTION AND REPAIR OF MALFUNCTIONING DANFOSS FREQUENCY DRIVE

MATERIALS COST: \$1,000.00

LABOR: 8 HOURS @ \$105.00

TOTAL COST: \$1,840.00

**MATERIAL COSTS INCLUDE: COST FOR PARTS, AND FREIGHT
LABOR COSTS INCLUDE: TRAVEL TIME**

PLUS: TAXES (IF APPLICABLE)

ANY QUESTIONS PLEASE CALL

**JACOB NOVAK
NOVATRONICS**

THANK YOU FOR USING OUR SERVICES



September 24, 2012,

COOK COUNTY POWER/CHILLER PLANT

ATTN: MR. BRIAN BARRON,

RE: DRIVE REPAIR

NOVATRONICS IS THE EXCLUSIVE DANFOSS FACTORY AUTHORIZED SERVICE PARTNER FOR THE NORTHERN ILLINOIS AND INDIANA AREAS. WE ARE THE OUTLET FOR ALL SERVICE, REPLACEMENT AND RETROFIT PACKAGES OFFERED BY THE DANFOSS SERVICE GROUP. NOVATRONICS BEEN A SERVICE STATION FOR THE PAST 28 YEARS. YOUR CURRENTLY INSTALLED DRIVES REQUIRE SERVICE AND NOVATRONICS IS AUTHORIZED TO DO SO WITHOUT JEOPARDIZING THE FACTORY WARRANTY ON THE UNITS.

ANY QUESTIONS PLEASE CALL



JACOB NOVAK
NOVATRONICS

7050 N. Lehigh Avenue, Chicago, IL 60646
Phone: (630) 455-1034 / Fax: (630) 455-1062
e-mail: novatronics@bornquist.com

