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
11/6/2012
F.O.B. POINT

PURCHASE ORDERED ISSUED TO
82061
Warehouse Direct Inc
2001 S Mount Prospect Road
Des Plaines IL 60018

PURCHASE ORDER NO.
183451 - 000- OP
REQUISITION NO.
00106110 OR

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

SHIP TO Judiciary - Administration
Richard J. Daley Center
50 W. Washington Street RM 2600
CHICAGO IL 60602-3002

DELIVERY INSTRUCTIONS
DAVID SMID
312.603.3083

DEPT NO	
3100809	Page 1 of 2

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	BOOK, JOURNAL 2013 BOOK, JOURNAL Daily Standard Journal 7 11/16" x 12 1/8" One Day Per Page Journal Ruled, Full Bound Red Moire Vinyl, Plain Edge Cover Title Design Stamped In Gold Foil Year 2013 (NO SUBSTITUTIONS)	125.00 EA	16.0000	2,000.00	3100809.530605
2.00	CALENDAR REFILL 2013 CALENDAR, REFILL Calendar Refill 3 1/2" x 6" Pad Two (2) Pages for Each Day with Left Hand Page Ruled for Appointments at Half Hour Intervals Year 2013 Keith Clark E717-50-00 (NO SUBSTITUTIONS)	125.00 EA	1.3000	162.50	3100809.530605
3.00	PAD, DESK CALENDAR 2013 PAD, DESK CALENDAR Non - Refillable Desk Pad Calendar Full Year Reference Calendar at Bottom of Page Size: 22" x 17" Black Paper Headband Ruled Daily Squares, One Month Per Page Year 2013 Keith Clark SK24 (NO SUBSTITUTIONS)	125.00 EA	2.9500	368.75	3100809.530605
4.00	CALENDAR, MONTHLY MONITOR 2013	125.00 EA	2.7000	337.50	3100809.530605

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 Cos **Date:** 11/7/12 BL

OFFICE OF THE PURCHASING AGENT
COUNTY OF COOK

118 NORTH CLARK ST. ROOM 1018
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Warehouse Direct Inc
2001 S Mount Prospect Road
Des Plaines IL 60018

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PURCHASE ORDER NO.
183451 - 000- OP

REQUISITION NO.
00106110 OR

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

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
	MONTHLY MONITORS 2013 Monthly Monitor Gold imprint on cover to read 'Monthly 2010" Two Page Spread Monthly Calendar with Ruled Squares for Notes Appointments Squares are 1 11/16", Overall Size of Book is 7" x 9 11/16" Simulated Black Leather Cover, Two Color Printing for Each Page 14 Months Dec. 2012 - Jan. 2014 Meade RR 7421 (May substitute for comparable item) *MUST INCLUDE INSIDE DELIVERY TO : 50 W. WASHINGTON ST SUITE 2600-A CHICAGO, IL 60602				
	******* Total Order *******			2,868.75	

35 BR New

Report: R56REQ2

Purchase Requisition

Office of the Purchasing Agent

Cook County of Illinois

Purchase Order Number

183451

Requisition # OR 106110 Contract #

Open Date

Buyer Number 724149 Supervisor 80
Bid/Sole Src Code
Business Unit 3100809
Internal Req Number 23100042
Board Apr Date & Item
Requisition Date 10/5/2012
Date Needed 10/5/2012

Ship To: 8000461 Judiciary - Administration
Richard J. Daley Center
50 W. Washington Street RM 260
CHICAGO IL 60602-3002

Delivery Instructions:
DAVID SMID
312.603.3083

Supplier: 82061 Warehouse Direct Inc
2001 S Mount Prospect Road
Des Plaines IL 60018

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	615	BOOK, JOURNAL BOOK, JOURNAL Daily Standard Journal 7 11/16" x 12 1/8" One Day Per Page Journal Ruled, Full Bound Red Moire Vinyl, Plain Edge Cover Title Design Stamped in Gold Foil Year 2013 (NO SUBSTITUTIONS)	2013	< >	125.00	EA	16.0000	2,000.00	3100809.530605
2.000	615	CALENDAR REFILL CALENDAR, REFILL Calendar Refill 3 1/2" x 6" Pad Two (2) Pages for Each Day with Left Hand Page Ruled for Appointments at Half Hour Intervals Year 2013 Keith Clark E717-50-00 (NO SUBSTITUTIONS)	2013	< >	125.00	EA	1.3000	162.50	3100809.530605
3.000	615	PAD, DESK CALENDAR	2013	< >	125.00	EA	2.9500	368.75	3100809.530605

RECEIVED
OFFICE OF THE
PURCHASING AGENT
2012 OCT 11 PM 2:22
TIME KEEPING

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.

Shannon O'Connell

REQUISITIONER

BUREAU or DEPARTMENT HEAD

CCA

APPROVED BUDGETARY ACCOUNT

ACCT # _____

DATE _____ BY _____

PURCHASING USE ONLY

Report: R56REQ2

Purchase Requisition

Office of the Purchasing Agent

Cook County of Illinois

Purchase Order Number

Requisition # OR 106110 Contract #

Open Date

Buyer Number 724149 Supervisor 80
Bid/Sole Src Code
Business Unit 3100809
Internal Req Number 23100042
Board Apr Date & Item
Requisition Date 10/5/2012
Date Needed 10/5/2012

Ship To: 8000461 Judiciary - Administration
Richard J. Daley Center
50 W. Washington Street RM 260
CHICAGO IL 60602-3002

Delivery Instructions:
DAVID SMID
312.603.3083

Supplier: 82061 Warehouse Direct Inc
2001 S Mount Prospect Road
Des Plaines IL 60018

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
4.000	615	PAD, DESK CALENDAR Non - Refillable Desk Pad Calendar Full Year Reference Calendar at Bottom of Page Size: 22" x 17" Black Paper Headband Ruled Daily Squares, One Month Per Page Year 2013 Keith Clark SK24 (NO SUBSTITUTIONS) CALENDAR, MONTHLY MONITOR 2013 MONTHLY MONITORS 2013 Monthly Monitor Gold imprint on cover to read 'Monthly 2010" Two Page Spread Monthly Calendar with Ruled Squares for Notes Appointments Squares are 1 11/16", Overall Size of Book is 7" x 9 11/16" Simulated Black Leather Cover, Two Color Printing for Each Page 14 Months Dec. 2012 - Jan. 2014 Meade RR 7421 (May substitute for comparable item) ** ** 3 quotations provided: (lowest to highest quote)	< >	125.00	EA	2.7000	337.50	3100809.530603

RECEIVED
OFFICE OF THE
PURCHASING AGENT
2012 OCT 11 PM 1:28
TIME KEEPER

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

CCA

APPROVED BUDGETARY ACCOUNT

ACCT # _____

DATE _____ BY _____

PURCHASING USE ONLY

Report: R56REQ2

Purchase Requisition

Office of the Purchasing Agent

Cook County of Illinois

Purchase Order Number

Requisition # OR 106110 Contract #

Open Date

Buyer Number 724149 Supervisor 80
Bid/Sole Src Code
Business Unit 3100809
Internal Req Number 23100042
Board Apr Date & Item
Requisition Date 10/5/2012
Date Needed 10/5/2012

Ship To: 8000461 Judiciary - Administration
Richard J. Daley Center
50 W. Washington Street RM 260
CHICAGO IL 60602-3002

Delivery Instructions:
DAVID SMID
312.603.3083

Supplier: 82061 Warehouse Direct Inc
2001 S Mount Prospect Road
Des Plaines IL 60018

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

Warehouse Direct # 82061 $2,868.75 (recommended)
Garveys Office Products #75357 $7,378.75
Computer Products & Supplies International # 76112
$9,366.25
*MUST INCLUDE INSIDE DELIVERY TO :
50 W. WASHINGTON ST
SUITE 2600-A
CHICAGO, IL 60602

Total of Items Ordered 2,868.75

RECEIVED
OFFICE OF THE
PURCHASING AGENT
2012 OCT 11 PM 1:28
TIME KEEPER

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

CCA

APPROVED BUDGETARY ACCOUNT

ACCT # _____

DATE _____ BY _____

PURCHASING USE ONLY

RECEIVED
OFFICE OF THE
PURCHASING AGENT
2012 OCT 11 PM 1:28
TIME KEEPER

State of Illinois
Circuit Court of Cook County
Purchasing Department

Timothy C. Evans
Chief Judge

David C. Smid
Court Services Project Administrator

2600 Richard J. Daley Center
Chicago, Illinois 60602
(312) 603-3083
Fax: (312) 603-6125

October 11, 2012

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

Ref: Requisition # 106110
Calendars, Journals 2013
For the Office of the Chief Judge

Dear Ms. Coss:

It is recommended that the award be made to the lowest responsive and responsible vendor meeting specifications, Warehouse Direct (#82061), in the amount of $2,868,75. Warehouse Direct was the lowest of three bidders as noted below.

3Quotations
Warehouse Direct (#82061) **$2,868,75**
Garvey's Office Products (#75357) $7,778.75
Computer Products & Supplies International (#76112) $9,366.25

Respectfully,

David Smid

David Smid
Court Services Project Administrator
Office of the Chief Judge

Ernie Romano (OCJ)

From: Marty Heller <martyheller@warehousedirect.com>
Sent: Wednesday, October 03, 2012 2:49 PM
To: Ernie Romano (OCJ)
Subject: RE: Quotation 2013 calendars and red diaries
Attachments: image001.gif

WAREHOUSE DIRECT

hi Ernie
see below

From: Ernie Romano (OCJ) [ernie.romano@cookcountyil.gov]
Sent: Wednesday, October 03, 2012 2:14 PM
To: Marty Heller
Subject: Quotation 2013 calendars and red diaries

Marty, would you be able to provide a quotation for the following:

125 each	2013 Red Diary	#SD377	16.00 ea	ext 2,000.00
125 each	2013 Flip Calendar	#E-717-50-00	1.30 ea	ext 162.50
125 each	2013 Desk Pad Calendar	SK-24	2.95 ea	ext. 368.75
125 each	2013 Monthly Monitor	#RR 7421	2.70 ea	ext. 337.50
			total 2868.75	

All calendars and journals would be an inside delivery to the address listed

Ernest Romano
Circuit Court of Cook County
Office of the Chief Judge
Purchasing Department
50 W. Washington St.
Suite 2600-A
Chicago, IL 60602
(312)603.6480
ernie.romano@cookcountyil.gov<mailto:ernie.romano@cookcountyil.gov>

125 •=
2,000.00+M
1.30×
125 •=
162.50+M
2.95×
125 •=
368.75+M
2.70×
125 •=
337.50+M
2,868.75*M

0.*

Ernie Romano (OCJ)

From: Dan Garvey <dgarvey@GetGarveys.com>
Sent: Thursday, October 04, 2012 9:47 AM
To: Ernie Romano (OCJ)
Subject: RE: Quotation 2013 calendars and red diaries

AAGG40000 $7.79

Dan Garvey
Garvey's Office Products
"The Nice Guys in Office Supplies"
847-588-1683
dgarvey@getgarveys.com
www.getgarveys.com

From: Ernie Romano (OCJ) [mailto:ernie.romano@cookcountyil.gov]
Sent: Thursday, October 04, 2012 9:45 AM
To: Dan Garvey
Subject: RE: Quotation 2013 calendars and red diaries

Dan, how about G400 to replace the SK24?

No special printing

From: Dan Garvey [mailto:dgarvey@GetGarveys.com]
Sent: Thursday, October 04, 2012 9:45 AM
To: Ernie Romano (OCJ)
Subject: RE: Quotation 2013 calendars and red diaries

Ernie,

Good morning. Here is the pricing I have for these calendars:

AAGSD37713	$ 46.79
AAGE71750	$ 1.49
AAGSK2400	$ 2.96

Is the RR7421 a custom printed monthly calendar. This is not an At-A-Glance #. If the cover we can do that. I would just need the details. Let me know.

Dan Garvey
Garvey's Office Products

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46.79x
125.=
5,848.75+M
1.49x
125.=
186.25+M
2.96x
125.=
370.00+M
7,378.75*M

0.*M
```

Ernie Romano (OCJ)

From: Sandi Falsetti <sandi@cpsi2.com>
Sent: Thursday, October 04, 2012 1:25 PM
To: Ernie Romano (OCJ)
Subject: RE: Quotation 2013 calendars and red diaries

I am giving you the cost of the items for now. Once I know how much it would be to ship these I will get back to you.

#AAGSD37713	Red Diary	$57.53 ea
#AAGE71750	flip calendar refill	$ 2.33 ea.
#AAGSK2400	Desk pad calendar	$ 4.24 ea.
#AAGG40000	Monthly monitor	$10.93 ea.

Sandi Falsetti
National Accounts Manager
Computer Products & Supplies International
975 Nimco Dr., Unit C, Crystal Lake, IL 60014
Federal, State and Local Government Specialist
ph: 888-787-5185
fx: 815-301-4121
www.cpsi2.com

SBA Certified Small Disadvantaged Business
Woman-Owned Business
GSA VA Contract # V797P-2021D
GSA Contract # GS-02F-0080W

From: Ernie Romano (OCJ) [mailto:ernie.romano@cookcountyil.gov]
Sent: Thursday, October 04, 2012 1:15 PM
To: Sandi Falsetti
Subject: RE: Quotation 2013 calendars and red diaries

Hi, I am glad you asked. At this point I am only asking for a quote. Please do n

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From: Sandi Falsetti [mailto:sandi@cpsi2.com]
Sent: Thursday, October 04, 2012 1:05 PM
To: Ernie Romano (OCJ)
Subject: RE: Quotation 2013 calendars and red diaries

Are you in a hurry for these? I have them, but I'm trying to figure out the l
shipping cost won't kill you. They're heavy. I am waiting on a couple phone c
that will be low shipping, but I'm checking if they will bring it to the 2nd floo
If it would save you tons in shipping would you consider them not being brou

0 • * M
57 • 53 x
125 • =
7,191 • 25 + M
2 • 33 x
125 • =
291 • 25 + M
4 • 24 x
125 • =
530 • 00 + M
10 • 93 x
125 • =
1,366 • 25 + M
9,378 • 75 * M
0 • *

0 • *

Sandi Falsetti
National Accounts Manager
Computer Products & Supplies International
975 Nimco Dr., Unit C, Crystal Lake, IL 60014
Federal, State and Local Government Specialist
ph: 888-787-5185
fx: 815-301-4121
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SBA Certified Small Disadvantaged Business
Woman-Owned Business
GSA VA Contract # V797P-2021D
GSA Contract # GS-02F-0080W

From: Ernie Romano (OCJ) [mailto:ernie.romano@cookcountyil.gov]
Sent: Thursday, October 04, 2012 9:47 AM
To: Sandi Falsetti (sandi@cpsi2.com)
Subject: RE: Quotation 2013 calendars and red diaries

Sandi, please replace the RR&421 with the AAG-G400 in the quote

Thanks, Ernie

From: Ernie Romano (OCJ)
Sent: Wednesday, October 03, 2012 2:14 PM
To: Sandi Falsetti (sandi@cpsi2.com)
Subject: Quotation 2013 calendars and red diaries

Sandi , would you be able to provide a quotation for the following:

125 each	2013 Red Diary #SD377
125 each	2013 Flip Calendar #E-717-50-00
125 each	2013 Desk Pad Calendar SK-24
125 each	2013 Monthly Monitor #RR 7421

All calendars and journals would be an inside delivery to the address listed below.

Ernest Romano
Circuit Court of Cook County
Office of the Chief Judge

BID TABULATION

BID NAME: JOURNAL BOOKS
BID NUMBER: 106110
BID OPENING DATE: Tuesday, November 06, 2012
BID OPENING TIME: 10:00AM
BUYER NAME: BRENDA BEARD

				VENDOR #1:		VENDOR #2:		VENDOR #3:	
				WAREHOUSE DIRECT		GARVEYS		COMPUTER PRODUCTS	
ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	Book, Journal 2013 Daily Standard Journal 7 11/15" x 12 1/8" One day per Page. Journal Ruled, Fully Bound Red Moire Vinyl, Plain Edge Cover Title Design Sampled in Gold Foil tear 2013. (No Substitutions)	125.00	EA	$16.00	$2,000.00	$46.79	$5,848.75	$57.53	$7,191.25
2	Calendar Refill 203 3 1/2" x 6" Pad two (2) Pages for each day with Left Hand Page Ruled for Appointments at half hours Intervals year 2013 Keith Clark E&17 50-00 (No Substitutions)	125.00	EA	$1.30	$162.50	$1.49	$186.25	$2.33	$291.25
3	Pad, Desk Calendar Non-Refillable Desk Pad Calendar Full year Reference Calendar at Bottom of Page Size: 22" x 17" Black Paper headband Ruled Daily Squares, One Month per Page year 2013 Keith Clark SK24 (No Substitutions)	125.00	EA	$2.95	$368.75	$2.96	$370.00	$4.24	$530.00
4	Calendar, Monthly Monitor 2013VmONTHLY Monitors 2013 Gold imprint on cover to read "Monthly 2010 two (2) page spread monthly calendar with ruled squares for notes.	125.00	EA	$2.70	$337.50	$7.79	$973.75	$10.93	$1,366.25
					$2,868.75		$7,378.75		$9,378.75