



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
832351

Capital Supply Company Inc
300 E Lombard
Suite 840
Baltimore MD 21202

DATE
8/25/2011
F.O.B. POINT

PURCHASE ORDER NO.
177913 - 000- OP
REQUISITION NO.
00096881 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
Cook County Building
118 N. Clark Street
CHICAGO IL 60602-1304

DELIVERY INSTRUCTIONS

Patrick Stack 312-603-7126

DEPT NO
2001111 Page 1 of 1

Table with 6 columns: LINE, FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE, QUANTITY/ UOM, UNIT PRICE, EXTENDED PRICE, ACCOUNT NUMBER. Contains 6 line items for ceiling tiles and moldings, plus a total order row.

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:

Handwritten signature of purchasing agent

BR 9/1/11

Purchase Requisition
Office of the Purchasing Agent
Cook County of Illinois

Purchase Order Number
177913

Requisition # **OR 96881** Contract #

Ship To: 8000410 Facilities Management
Cook County Building
118 N. Clark Street
CHICAGO IL 60602-1304

Delivery Instructions:
Patrick Stack
312-603-7126

Supplier: 299999 TEAM LEAD MALBOX

Open Date
[Signature]
7/20/2011

Buyer Number 724151 Supervisor 50
Bid/Sole Src Code QSP
Business Unit 2001111
Internal Req Number 12000131
Board Apr Date & Item
Requisition Date 3/28/2011
Date Needed 3/28/2011

One Time Purchase Yes No Covers Need for 6 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	Tile, ceiling	<	>	1000.00	PC	4,000.00	2001111.530275
		Tile, ceiling Armstrong #1833 Fine Fissured reveal tile, fire guard, white 2' x 2' x 5/8"						
2,000	578	Tile, ceiling	<	>	1000.00	PC	3,500.00	2001111.530275
		Tile, Armstrong Cortega ceiling fire guard #704 2' x 2' x 5/8"						
3,000	578	Molding	<	>	240.00	PC	3,300.00	2001111.530275
		Molding, Armstrong Prelude 7800 12' hammered Angel 144" x 7/8" x 7/8", White						
4,000	578	Tee	<	>	1000.00	PC	900.00	2001111.530275
		Tee, Armstrong Prelude # XL8320 2' Cross tee 24" x 15/16" x 1-1/16" Fire Guard, White						
5,000	578	Tee	<	>	1000.00	PC	2,000.00	2001111.530275
		Tee, Armstrong Prelude #XL8340 4' Cross tee 48" x 15/16" x 1-1/16" Fire Guard, White						
6,000	578	Main	<	>	200.00	PC	5,400.00	2001111.530275
		Main, Armstrong Prelude #8300 12' main 144" x 15/16" x 1-1/16" Fire Guard, White						
Total of Items Ordered							12,272.00	

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.

REQUISITIONER *Richard S. Starnes* BUREAU or DEPARTMENT HEAD *[Signature]*

CCA

APPROVED BUDGETARY ACCOUNT

PURCHASING USE ONLY

APPROVED BY THE OFFICE OF THE PURCHASING AGENT
DATE 4-11-11 BY [Signature]

PROCUREMENT

4:55:27 PM 4-11-11

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.		



BUREAU OF CAPITAL PLANNING &
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 17, 2011

Maria de Lourdes Coss, MPA, CPPO
Purchasing Agent
Room 1018
Cook County Building

Attn: Brenda Beard

Dear Mrs. Coss,

We have reviewed the tabulations for requisition # 96881 and recommend award to the lowest qualified bidder meeting specification, Capital Supply Inc. in the amount of \$6,007.00.

Sincerely,

Michael S. Rusco
Business Manager
Facilities Management

MSR:kwb

2011 AUG 23 11:00:07
PROCESSED
RECEIVED
FACILITIES MANAGEMENT
GEORGE W. DUNNE COOK COUNTY OFFICE BUILDING

Re: 96881
Tile Ceiling

BID TABULATION

BID NAME: TILE CEILING
BID NUMBER: 96881
BID OPENING DATE: Friday, July 29, 2011
BID OPENING TIME: 10:00 AM
BUYER NAME: BRENDA BEARD

ITEM #	DESCRIPTION	QUANTITY	UNIT	VENDOR #1: CAPITAL SUPPLY		VENDOR #2: CHICAGO UNITED INDS		VENDOR #3: ADDISON BUILDING	
				UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	TILE, CEILING ARMSTRONG #1833 FINE REVEL TILE	1000	PC	\$1.00	\$995.00	\$3.99	\$3,990.00	\$4.35	\$4,350.00
2	TILE, CEILING ARMSTRONG CORTEGA FIRE GUARD #704	1000	PC	\$0.59	\$593.00	\$2.61	\$2,610.00	\$2.84	\$2,840.00
3	MOLDING, ARMSTRONG PRELUDE 7800	240	PC	\$3.15	\$756.00	\$3.53	\$847.20	\$3.83	\$919.20
4	TEE, ARMSTRONG PRELUDE #XL8320	1000	PC	\$0.88	\$875.00	\$1.19	\$1,190.00	\$1.30	\$1,300.00
5	TEE, ARMSTRONG PRELUDE #XL8340	1000	PC	\$1.84	\$1,840.00	\$1.96	\$1,960.00	\$2.13	\$2,130.00
6	MAIN, ARMSTRONG PRELUDE #8300	200	PC	\$4.74	\$948.00	\$5.80	\$1,160.00	\$6.30	\$1,260.00
					\$6,007.00		\$11,757.20		\$12,789.20
				VENDOR #4: CLEAR RIDGE		VENDOR #5: TRANSPORT SALES			
1	TILE, CEILING ARMSTRONG #1833 FINE REVEL TILE	1000	PC	\$5.55	\$5,550.00	\$5.04	\$5,040.00		
2	TILE, CEILING ARMSTRONG CORTEGA FIRE GUARD #704	1000	PC	\$3.15	\$3,150.00	\$3.32	\$3,320.00		
3	MOLDING, ARMSTRONG PRELUDE 7800	240	PC	\$6.21	\$1,490.40	\$4.46	\$1,070.40		
4	TEE, ARMSTRONG PRELUDE #XL8320	1000	PC	\$1.01	\$1,010.00	\$1.19	\$1,190.00		
5	TEE, ARMSTRONG PRELUDE #XL8340	1000	PC	\$2.05	\$2,050.00	\$2.45	\$2,450.00		
6	MAIN, ARMSTRONG PRELUDE #8300	200	PC	\$6.21	\$1,242.00	\$7.29	\$1,458.00		
					\$14,492.40		\$14,528.40		

NOTES:
 CLARK-DEVON WAS DEEMED NON-RESPONSIVE DID NOT BID PER SPECIFICATIONS

TILE, CEILING, ARMSTRONG#1833 FINE FISSURED, TILE, ARMSTRONG CORTEGA CEILING FIRE

GUARD #704 2 "X 2" x 5/8" - FACILITIES MANAGEMENT

DUE DATE: FRIDAY JULY 29, 2011 AT 10:00 AM QUOTE Q-96881-OR - B. BEARD

VENDOR NAME	VENDOR ADDRESS	VENDOR AMOUNT
1 Clark-Devan Hardware	6401 N. Clark CHGO, IL 60625	13,848.40
2 Transport Sales	6830 Cottage Grove Chicago, IL	14,528.40
3 Clear Ridge Hardware	6122 W 163rd St CHGO, IL 60638	14,492.40
4 Addison Building Mat.	3201 S. Busse Rd Arlington, IL 60005	12,799.20
5 Capital Supply Div.	9710 Tranite Gateway Rockville, MD 20850	6,007.00
6 Chicago United Lend.	53 West Jackson CHGO, IL 60604	11,757.20
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CEILING TILE

FACILITIES MANAGEMENT DEPT

DUE DATE: THURSDAY AUGUST 4, 2011 AT 10:00 QUOTE- Q-96881-OR- B. BEARD

VENDOR NAME	VENDOR ADDRESS	VENDOR AMOUNT
1 Clark-Dixon Hardware	6401 N. Clark St Chgo, IL 60626	13,848.40
2 Clear Ridge Hardware	6122 W. 63rd St Chicago, IL 60638	14,492.40
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RETURN THIS QUOTATION TO:
OFFICE OF THE PURCHASING AGENT
COUNTY OF COOK

118 NORTH CLARK ST. ROOM 1018 CHICAGO, ILLINOIS 60602-1375
 SEALED BIDS FOR THE FOLLOWING SUPPLIES AND/OR SERVICES
 WILL BE ACCEPTED AT THIS OFFICE UP TO 10:00 A.M.

QUOTATION
 This is not an order - submit all quotations on this form.

DATE 7/13/2011	BUYER BEARD, BRENDA	BUYER PHONE 312 6035383	ORDER NO. 96881 OR	RESPOND BY 7/29/2011	Quotes must be in Bid Box by 10:00 A.M.	Page 1 of 1
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Vendor Address

832351

TERMS AND CONDITIONS

Capital Supply Inc.
~~300 Lombard Street Suite 40~~
~~Baltimore MD, 21202~~

Acceptance: If this bid is accepted by the County within 30 days from date of opening, bidder offers and agrees to furnish any or all of the items upon which prices are quoted, at the price and delivery time stated, subject to all terms and conditions endorsed hereon.

Bidding: The right is reserved to reject any and all bids; to waive a formality in bids; to award by item or class. Bidders cannot limit the acceptance of bid to less than 30 days.

Errors in Bid: Bidders are cautioned to verify their bids before submission. No bid may be withdrawn or changed after it has been opened. In case of error in extension, unit price will govern.

Deliveries: Bid price must reflect any delivery charges to point designated. Title is to pass at delivery point.

Taxes: Materials and services purchased by Cook County are exempt from Federal Excise Tax by virtue of exemption certificate #36-75-0038K, from Illinois Retailers' Occupation Tax, Municipal Retailers' Occupation Tax and all Service Taxes.

In General: The prices quoted herein shall agree with all Federal Laws and Regulations.

Brand Names: Where brand names, model or part numbers are employed in the description, it is not intended that they are restrictive. Where a bidder proposes an "or equal", bidder shall fully describe the item proposed.

Product Delivery Point

Facilities Management
 Cook County Building
 118 N. Clark Street
 CHICAGO IL 60602-1304

INSTRUCTIONS ON MARKING BID ENVELOPE

Before returning bid, mark the envelope in which the bid will be enclosed with the following information: Order Number, Date and Time bid is to be opened. Mark envelope "BID". Vendor is responsible for having quotation in bid box before bid opening date and time.

DELIVERY IN WORKING DAYS 5-10
 PHONE NUMBER (312) 230-8990
 SIGNED BY Dan Anderson
 (PLEASE PRINT) Dan Anderson

DESCRIPTION	QUANTITY ORDERED	UNIT OF MEASURE	UNIT PRICE	EXTENDED PRICE
Tile, ceiling Tile, ceiling Armstrong #1833 Fine Fissured revel tile, fire guard, white 2inches x 2inches x 5/8inches	1000.00	PC	\$.995¢	\$ 995.00
Tile, ceiling Tile, Armstrong Cortega ceiling fire guard #704 2inches x 2inches x 5/8inches	1000.00	PC	\$.593¢	\$ 593.00
Molding Molding, Armstrong Prelude 7800 12' hammered Angel 144inches x 7/8inches x 7/8inches, Color ,White	240.00	PC	\$ 3.15¢	\$ 756.00
Tee Tee, Armstrong Prelude # XL8320 2' Cross tee 24inches x 15/16inches x 1-11/16inches Fire Guard, Color , White	1000.00	PC	\$.875¢	\$ 875.00
Tee Tee, Armstrong Prelude #XL8340 4' Cross tee 48inches x 15/16inches x 1-11/16inches Fire Guard, Color,White	1000.00	PC	\$ 1.84¢	\$ 1,840.00
Main Main, Armstrong Prelude #8300 12' main 144inches x 15/16inches x 1-11/16inches Fire Guard, Color,White	200.00	PC	\$ 4.74	\$ 948.00
OFFICE USE ONLY PURCHASE ORDER #	ADDITIONAL TERMS ON REVERSE SIDE			TOTAL \$ 6,007.00

COOK COUNTY AFFIDAVIT OF CHILD SUPPORT OBLIGATIONS

Effective July 1, 1998, every applicant for a County Privilege shall be in full compliance with any Child Support Order before such applicant is entitled to receive a County Privilege. When Delinquent Child Support Exists, the County shall not issue or renew any County Privilege, and may revoke any County Privilege.

"Applicant" means any person or business entity, including all Substantial Owners, seeking issuance of a County Privilege or renewal of an existing County Privilege from the County. This term shall not include any political subdivision of the federal or state government, including units of local government, and not-for-profit organizations.

"County Privilege" means any business license, including but not limited to liquor dealers' licenses, packaged goods licenses, tavern licenses, restaurant licenses, and gun licenses; real property license or lease; permit, including but not limited to building permits, zoning permits or approvals; environmental certificate; County HOME Loan, and contracts exceeding the value of \$10,000.00.

"Substantial Owner" means any person or persons who own or hold a twenty-five percent (25%) or more percentage of interest in any business entity seeking a County Privilege, including those shareholders, general or limited partners, beneficiaries and principals; except where a business entity is an individual or sole proprietorship, Substantial Owner means that individual or sole proprietor.

All Applicants/Substantial Owners are required to complete this affidavit and comply with the Child Support Enforcement Ordinance before any privilege is granted. Signature of this form constitutes a certification the information provided below is correct and complete, and that the individual(s) signing this form has/have personal knowledge of such information.

Privilege Information:

County Quotation Number: _____

County Department: _____

Applicant Information:

Last name: _____ First Name: _____ MI: _____

SS# (Last Four Digits): ____ _

Street Address: _____

City: _____ State: _____ Zip: _____

Home Phone: (____) ____ - ____ Drivers License No: _____

Child Support Obligation Information:

The Undersigned applicant, being duly sworn on oath or affirmation hereby states that to the best of my knowledge (place an "X" next to "A", "B", "C", or "D").

- _____ A. The Applicant has no judicially or administratively ordered child support obligations.
- _____ B. The Applicant has an outstanding judicially or administratively ordered obligation, but is paying in accordance with the terms of the order.
- _____ C. The Applicant is delinquent in paying judicially or administratively ordered child support obligations
- _____ D. The Applicant is not a substantial owner as defined above.

The Undersigned applicant understands that failure to disclose any judicially or administratively ordered child support debt owed will be grounds for revoking the privilege.

Signature: _____ Date: _____

Subscribed and sworn to before me this _____ day of _____, 20_____

X _____
Notary Public Signature

Notary Seal

INSTRUCTIONS FOR DELIVERY AND FOR INVOICING OF GOODS

1. Clearly mark every package with the name of the institution, department or agency to which goods are to be delivered. **MARK ALL PACKAGES WITH THE COOK COUNTY PURCHASE ORDER NUMBER.**
2. Stencil on or attach a tag to every package that bears your own names so the receiving clerk will know from whom the order was shipped.
3. Delivery time, unless otherwise stipulated, is Monday through Friday between 9:00 a.m. and 3:00 p.m.
4. Charge all goods to Cook County.
5. Direct all inquiries and send the original and all appropriate copies of the invoice with the proper Cook County invoice forms (i.e., 29A voucher form) to the following address:

Cook County Department of Purchasing
118 North Clark Street – Room 1018
Chicago, Illinois 60602
6. Never include goods furnished on two or more purchase orders on a single invoice.
7. All prices must be in compliance with federal, state, and local regulations.
8. Partial shipments or partial pay warrants will not be considered unless authorized or requested by the Purchasing Agent.
9. The law provides that every person selling goods to Cook County must make invoice form with certification as to the correctness of the bill.
10. Execute certification on the bottom of the invoice before mailing.
11. All pay warrants will be mailed to you by the Cook County Comptroller.
12. **INDEMNITY** – The contractor shall indemnify, keep and save harmless the County, its agents, officials and employees, against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, costs and expenses, which may in anywise accrue against the County in consequence of the granting of this contract of which may in anywise result therefrom, whether or not it shall be alleged or determined that the act was caused through negligence or omission of the Contractor or his employees, of the subcontractor or his employees, if any, or of the County of Cook or its employees, and the Contractor shall, at his own expense, appear, defend, and pay all charges of attorneys and all costs and other expenses, arising therefrom or incurred in connection therewith, and, if any judgment shall be rendered against the County in any such action, the Contractor shall, at his own expense, satisfy and discharge the same. The Contractor expressly understands and agrees that any performance bond or insurance protection required by this contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County as herein provided. If this purchase order covers services, a Certificate of Insurance must be submitted before performance of service.
13. Compliance with the above will help avoid errors and delays.

CHECKLIST FOR REQUEST FOR QUOTATION SUBMISSION

Here's a check list for you to make sure the bid document you submit is complete.

Incomplete bid documents will not be considered for award so please contact us at VendorServices@cookcountygov.com with your questions, but be sure to allow enough time for us receive your inquiry and reply.

For the bid documents you are submitting, did you:

- FILL OUT the Vendor Address section of the *Request for Quotation* with your name and address, along with the attached Affidavit of Child Support Obligation page.
- Be sure to SIGN the *Request for Quotation*
- DOUBLE CHECK the unit, extended, and total price of the *Request for Quotation* you are submitting.
- READ the Terms and Conditions, Instructions on Marking Bid Envelope directions, located on the front of the *Request for Quotation* page and the Instructions for Delivery and for Invoicing of Goods page.

Finally, make sure you:

- Submit your bid documents on or before the Respond by Date and Time listed at the top of the page.
- Deposit your bid documents in the bid box located in Room 1018 of the County Building, 118 North Clark Street, Chicago, Illinois 60602 before 10:00 a.m. the date of the Bid Opening.
- Send in all pages of the *Request for Quotation*.

Bid documents submitted late or deposited in the wrong location will not be considered for award.

Good luck!