



**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  
 78854

Gordon Electric Supply Inc  
 19240 Everett Lane  
 Mokena IL 60448-8957

DATE  
 10/1/2011  
 F.O.B. POINT

PURCHASE ORDER NO.  
**178356 - 000- OP**  
 REQUISITION NO.  
 00097258 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  
 Skokie Court Bldg - 2nd District Court  
 5600 Old Orchard Road  
 Skokie IL 60076-1023

**DELIVERY INSTRUCTIONS**

Sam Menton 708-865-6311

DEPT NO	Page 1 of 1
2001113	

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	Starter Starter combo 600 vac maxlimum Amps AC:27 Short circuit protection 30Amps Coil volts :120 Nema: size 1 HP @ 3 PHASE-460v 50 -60 Hz Square D 3- pole polyphase 8538SCG14V02S These starters are manufactured in accordance with Nema standards and UL listed	1.00 EA	406.2600	406.26	2001113.530275
2.00	Contractor Contactor & starter DEL switch HOA kit 4 to 7 nema size Nema 1 / 3r/4/12Used on contactor /starter Selector switch, hand /off/auto switch Square D 9999SC8	1.00 EA	62.3500	62.35	2001113.530275
3.00	Contactor Contactor & Starter LED pilot lght kit NE Square D 999SPL28R	1.00 EA	62.3500	62.35	2001113.530275
4.00	Control Control transfer 75 VA Square D 9070TF75D1	1.00 EA	54.9300	54.93	2001113.530275
5.00	Elements Elements square D BI55	6.00 EA	10.6850	64.11	2001113.530275
***** Total Order *****				650.00	

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**  
*Maia de Luna*  
 BK 10/4/11

# Purchase Requisition

Office of the Purchasing Agent  
Cook County of Illinois

Purchase Order Number

178356

Requisition # **OR 97258** Contract #

Ship To: 8000414 Facilities Management  
Skokie Court Bldg - 2nd Distri  
5600 Old Orchard Road  
Skokie IL 60076-1023

Supplier: 299999 TEAM LEAD MAILBOX

Buyer Number 724151 Supervisor 50  
Bid/Sale Src Code QSP  
Business Unit 2001113  
Internal Req Number 12000153  
Board Apr Date & Item  
Requisition Date 4/19/2011  
Date Needed 4/19/2011

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
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1 000 285	Starter	<	>	1.00	EA	603.5300	603.53 2001113.530275
	Starter combo 600v 27						
	Square D						
	8538SCG14V02S						
2 000 285	Contractor	<	>	1.00	EA	120.9100	120.91 2001113.530275
	Contractor & starter DEL switch HOA kit						
	Square D						
	9999SC8						
3 000 285	Contractor	<	>	1.00	EA	128.4600	128.46 2001113.530275
	Contractor & Starter LED pilot light kit NE						
	Square D						
	9999PL28R						
4 000 285	Control	<	>	1.00	EA	93.1200	93.12 2001113.530275
	Control transfer 75 VA						
	Square D						
	9070TFT5D1						
5 000 285	Elements	<	>	6.00	EA	42.0000	252.00 2001113.530275
	<i>SQUARE D B15.5</i>						
Total of Items Ordered						1,198.02	

### CERTIFICATION

I hereby certify that the items and/or services above are necessary to this department (or institution) and that the department has been properly budgeted and the items and/or services are included in the 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

74:2 PURCHASING USE ONLY

APPROVED

*Michael S. P...*

REQUISITIONER

BUREAU or DEPARTMENT HEAD

*BP/om*

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

RECEIVED  
PURCHASING AGENT  
APR 20 2011  
RECEIVED

81

BP



**Starters, Controls, and Elements  
Facilities Management**

**DUE DATE: Friday Sept. 23, 2011 AT 10:00AM Quote Q-97258-OR- B. Beard**

VENDOR NAME	VENDOR ADDRESS	VENDOR AMOUNT
1 J.P. SIMONS + Comp	1426 Brown Drive Downers Grove, IL 60515	NO TOTAL
2 ADVANCE Elec Supply	263 N. Oakley Blvd Chicago, IL 60612	933.50
3 Pro Clear Ridge Hardware	6122 W. 63rd St Chicago, IL 60636	1,628.86
4 Gordon Electric Sup	19240 EVERETT LN Mokena, IL 60448	650.00
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# 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 9/23/11  
 Permission to Negotiate Date \_\_\_\_\_  
 Contracts and Bonds Date \_\_\_\_\_

Project Description: STARTER

Vendor: <u>GORDON ELEC.</u>	Award Amount: <u>650.00</u>	One-Time <input type="checkbox"/> Term Agreement <input type="checkbox"/>
Contract No.:	Award Type: <input checked="" type="checkbox"/> Single <input type="checkbox"/> Multiple	Renewals:
Requisition No.: (if known) <u>97258</u>	Start Date:	End Date:
PO No.: (if known) <u>178356</u>	Contact Person:	Department:
Telephone: <u>708479-4660</u>	Fax #:	Email:
Cost Savings:	Funding Type: <input checked="" type="checkbox"/> Institutional <input type="checkbox"/> State <input type="checkbox"/> Federal Grant <input type="checkbox"/> 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 type="checkbox"/> Requisition /Bid Specifications	<input 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: 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 #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: Brenda Beck Date: 10/1/11 Deputy P.A.: \_\_\_\_\_ Date: \_\_\_\_\_



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 9/7/2011	BUYER BEARD, BRENDA	BUYER PHONE 312 6035383	ORDER NO. 97258 OR	RESPOND BY 9/23/2011	Quotes must be in Bid Box by 10:00 A.M.	Page 1 of 2
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Vendor Address 78854  
Gordon Electric Supply  
19240 Everett LN  
MOKENA IL 60448

Product Delivery Point  
 Facilities Management  
 Skokie Court Bldg - 2nd District Court  
 5600 Old Orchard Road  
 Skokie IL 60076-1023

DELIVERY IN WORKING DAYS 10  
 PHONE NUMBER 708-479-4660  
 SIGNED BY [Signature]  
 (PLEASE PRINT) Josh Corson

TERMS AND CONDITIONS

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.

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.

DESCRIPTION	QUANTITY ORDERED	UNIT OF MEASURE	UNIT PRICE	EXTENDED PRICE
Starter Starter combo 600 vac maximum Amps AC:27 Short circuit protection 30Amps Coil volts :120 Nema: size 1 HP @ 3 PHASE-460v 50 -60 Hz Square D 3- pole polyphase 8538SCG14V02S These starters are manufactured in accordance with Nema standards and UL listed	1.00	EA	406.26	\$ 406.26
Contractor Contractor & starter DEL switch HOA kit 4 to 7 nema size Nema 1 / 3r/4/12Used on contactor /starter Selector switch, hand /off/auto switch Square D 9999SC8	1.00	EA	62.35	\$ 62.35
Contractor Contractor & Starter LED pilot light kit NE Square D 999SPL28R	1.00	EA	62.35	\$ 62.35

OFFICE USE ONLY	PURCHASE ORDER #	ADDITIONAL TERMS ON REVERSE SIDE	TOTAL 650.00
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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 9/7/2011	BUYER BEARD, BRENDA	BUYER PHONE 312 6035383	ORDER NO. 972580R	RESPOND BY 9/23/2011	Page 2 of 2
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DESCRIPTION	QUANTITY ORDERED	UNIT OF MEASURE	UNIT PRICE	EXTENDED PRICE
Control Control transfer 75 VA Square D 9070TF75D1	1.00	EA	<i>54.93</i>	<i>\$ 54.93</i>
Elements Elements square D Bi55	6.00	EA	<i>10.685</i>	<i>\$ 64.11</i>

OFFICE USE ONLY	PURCHASE ORDER #	ADDITIONAL TERMS ON REVERSE SIDE	<i>650.<sup>00</sup></i>
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