



**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
835128

Husky Envelope Products
1225 E West Maple
Walled Lake MI 48390

DATE
12/9/2011
F.O.B. POINT

PURCHASE ORDER NO.
179202 - 000- OP
REQUISITION NO.
00097489 OR

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

SHIP TO Clerk of Circuit Court - Supplies
Ck Cty Government Facility Warehouse
2323 S Rockwell St Rm 111
Chicago IL 60608-3712

DELIVERY INSTRUCTIONS
2323 S ROCKWELL, ROOM 111
ATTN: SHERRI KUSEK 603-5015

DEPT NO	
3350406	Page 1 of 1

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	CHILD SUPPORT ENVELOPES PRINTING ENVELOPES - SIZE: 4 Inches 1/8 X 9 Inches 1/2 - #10 WITH SIDE SEAM AND LONG FLAP - WITH TROPICAL GUM - CORNER CARD PRINTED IN BLACK INK - INSIDE SECURITY TINT - WITH WINDOW - WINDOW SIZE: 1-1/8" X 4-1/2" - TYPESETTING MUST BE INSIDE DELIVERY DELIVERY LOCATION: CLERK OF THE CIRCUIT COURT 2323 SOUTH ROCKWELL, ROOM 111 CHICAGO, ILLINOIS 60608 DELIVERY HOURS: MONDAY THROUGH FRIDAY 8:00AM TO 2:00PM EXCEPT COURT HOLIDAYS REQUISITION NUMBER: 13350027 THE COUNTY WILL NOT ACCEPT OVER OR UNDER RUNS FOR PRINTING. IT IS THE VENDOR RESPONSIBILITY TO PRINT AND SHIP AS PER SPECIFICATION. PROOF-DEPARTMENT MUST APPROVE PROOF PRIOR TO PRINTING.. AWARD AMOUNT.\$2,839.50 ENCUMBERED AMOUNT \$2,214.81 BALANCE TO FOLLOW ON SEPARATE P.O CONTRACT PERIOD 1/17/2012 THRU 4/16/2012	117.00 M	18.9300	2,214.81	1100.300356
***** Total Order *****				2,214.81	

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 Luna Corp
12/9/11 BA

Purchase Requisition
Office of the Purchasing Agent
Cook County of Illinois

Purchase Order Number

179203

10/27
8/13/11
7/24

Buyer Number 724149 Supervisor 80
Bid/Sole Src Code
Business Unit 3350406
Internal Req Number 13350027
Board Apr Date & Item
Requisition Date 5/3/2011
Date Needed 5/3/2011

Requisition # OR 97489 Contract #

Ship To: 461699 Clerk of Circuit Court - Admn
Ck Cty Government Facility War
2323 S Rockwell St Rm 11
Chicago IL 60608-3712
Delivery Instructions: 2323 S ROCKWELL, ROOM 111
ATTN: SHERRI KUSEK 603-5015
Supplier: 299999 TEAM LEAD MAILBOX

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	966 CHILD SUPPORT ENVELOPES PRINTING ENVELOPES - SIZE: 4-1/8 X 9-1/2 - #10 WITH SIDE SEAM AND LONG FLAP - WITH TROPICAL GUM - CORNER CARD PRINTED IN BLACK INK - INSIDE SECURITY TINT - WITH WINDOW - WINDOW SIZE: 1-1/8" X 4-1/2" - TYPESETTING AS PER SAMPLE FOR SAMPLE PLEASE CONTACT: CLERK OF THE CIRCUIT COURT 69 WEST WASHINGTON, ROOM 2500 CHICAGO, ILLINOIS 60602 PROCUREMENT DEPARTMENT PHYLLIS ADAMS / SHERRI KUSEK 312-603-5015 MUST BE INSIDE DELIVERY DELIVERY LOCATION: CLERK OF THE CIRCUIT COURT 2323 SOUTH ROCKWELL, ROOM 111 CHICAGO, ILLINOIS 60608 DELIVERY HOURS: MONDAY THROUGH FRIDAY 8:00AM TO 2:00PM EXCEPT COURT HOLIDAYS REQUISITION NUMBER: 13350027	< >	150.00	M	14.8000	2,220.00	3350406.520495

3 MES.
BAL TO PA FOLLOW ON
SEP. PA

Total of Items Ordered 2,220.00

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.

CCA

APPROVED BUDGETARY ACCOUNT

ACCT # _____

DATE _____ BY _____

REQUISITIONER

BUREAU or DEPARTMENT HEAD

Ref 5/9/11

PROCUREMENT
2011 MAY 11 PM 4:04
PURCHASING USE ONLY
PURCHASING AGENT
OFFICE OF THE
RECEIVED

Ericka White (Purchasing)

From: Ericka White (Purchasing)
Sent: Monday, August 29, 2011 3:41 PM
To: Tom Kinney (Bureau of Administration)
Cc: Brenda Beard (Purchasing); Brandie Knazze (Purchasing)
Subject: 97489 OR - Child Support Envelopes

Hi Tom:

Please advise if the print shop has the capabilities of printing the following envelopes for Clerk of the Circuit Court.

Specifications:

Size: 4 1/8 inches X 9 1/2 inch
#10 with side seam and long flap with tropical gum
Corner card printed in black ink
Inside security tint – with window
Window size: 1 1/8" X 4 1/2"

Typeset as per sample

(the wording on the envelope is as follows)

DOROTHY BROWN
CLERK OF THE CIRCUIT COURT OF COOK COUNTY
28 N. CLARK, ROOM 200
CHICAGO, ILLINOIS 60602-2701

QUANTITY: 150,000 ENVELOPES

Ericka L. White MBA, MCA

Cook County Office of the Purchasing Agent

118 N. Clark Street – Room 1018

Chicago, IL 60602

(312) 603-5380 (office)

(312) 603-3179 (fax)

ericka.white@cookcountyil.gov

Envelopes – Child Support – Printing Envelopes Sizes 4 1/8 x 9 1/2 - #10 with side seam
and long flap

Clerk of the Circuit Court

DUE DATE: Mon. November 14, 2011 at 10:00 a.m.

Q-97489-OR

VENDOR NAME	VENDOR ADDRESS	BID AMOUNT
01. Husky Prod	1225 West Maple RD PO Box 868 Wallace Lake MI	\$ 2,839.50
02. World's Printing	233 N. Michigan Chicago IL 60601	\$ 3,078.00
03. Pride Enterprises	9400 H ¹ St Petersburg FL 33712	\$ 13,812.00
04. Almedia Freeman	210 Sunset Lane Somerset Holland OH	\$ 2,364.30
05. Complete Prods	1420 Kingsbury Dr Cincinnati, OH 45210	Late Bid
06.		
07.		
08.		
09.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		

BID TABULATION

BID NAME:	ENVELOPES CHILD SUPPORT												
BID NUMBER:	97489												
BID OPENING DATE:	Monday, November 14, 2011												
BID OPENING TIME:	10:00 AM												
BUYER NAME:	BRENDA BEARD												

				VENDOR #1:		VENDOR #2:		VENDOR #3:	
				HUSKY ENVELOPE		WORLD'S PRINTING		ALMEDIA FREEMAN	
ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	ENVELOPES CHILD SUPPORT PRINTING ENVELOPES-SIZE: 4 INCHES 1/8 X 9 INCHES 1/2 -#10 WITH SIDE SEAM AND LONG FLAP-WITH TROPICAL GUM- CORNER CARD PRINTED IN BLACK INK-INSIDE SECURITY TINT-WITH WINDOW WINDOW SIZE: 1 1/8" X 4-1/2"- TYPESETTING AS PER SAMPLE	150	M	\$18.93	\$2,839.50	\$20.52	\$3,078.00	\$26.99	\$4,048.50
					\$2,839.50		\$3,078.00		\$4,048.50

				VENDOR #4:	
				PRIDE ENTERPRISES	
ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1	ENVELOPES CHILD SUPPORT PRINTING ENVELOPES-SIZE: 4 INCHES 1/8 X 9 INCHES 1/2 -#10 WITH SIDE SEAM AND LONG FLAP-WITH TROPICAL GUM- CORNER CARD PRINTED IN BLACK INK-INSIDE SECURITY TINT-WITH WINDOW WINDOW SIZE: 1 1/8" X 4-1/2"- TYPESETTING AS PER SAMPLE	150	M	\$92.08	\$13,812.00
					\$13,812.00

NOTES:
COMPLETE PRODUCTS SUBMITTED A LATE BID AND WAS DEEMED NON-RESPONSIVE.



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 10/31/2011	BUYER BEARD, BRENDA	BUYER PHONE 312 6035383	ORDER NO. 97489 OR	RESPOND BY 11/14/2011	Quotes must be in Bid Box by 10:00 A.M.	Page 1 of 1
--------------------	------------------------	----------------------------	-----------------------	--------------------------	--	-------------

Vendor Address

382528594
Husky Envelope Products
1225 E. West Maple
Walled Lake Mi 48390

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 herein.

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

Clerk of Circuit Court - Supplies
 Ck Cty Government Facility Warehouse
 2323 S Rockwell St Rm 111
 Chicago IL 60608-3712

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 10
 PHONE NUMBER 248-624-7070
 SIGNED BY [Signature]
 (PLEASE PRINT) Rick Reske

DESCRIPTION	QUANTITY ORDERED	UNIT OF MEASURE	UNIT PRICE	EXTENDED PRICE
CHILD SUPPORT ENVELOPES PRINTING ENVELOPES - SIZE: 4 inches 1/8 X 9 inches 1/2 - #10 WITH SIDE SEAM AND LONG FLAP - WITH TROPICAL GUM - CORNER CARD PRINTED IN BLACK INK - INSIDE SECURITY TINT - WITH WINDOW - WINDOW SIZE: 1-1/8" X 4-1/2" - TYPESETTING AS PER SAMPLE FOR SAMPLE PLEASE CONTACT: BRENDA BEARD 118 N. CLARK ST. ROOM 1018 CHICAGO, ILLINOIS 60602 312 603-5383 MUST BE INSIDE DELIVERY DELIVERY LOCATION: CLERK OF THE CIRCUIT COURT 2323 SOUTH ROCKWELL, ROOM 111 CHICAGO, ILLINOIS 60608 DELIVERY HOURS: MONDAY THROUGH FRIDAY 8:00AM TO 2:00PM EXCEPT COURT HOLIDAYS REQUISITION NUMBER: 13350027 THE COUNTY WILL NOT ACCEPT OVER OR UNDER RUNS FOR PRINTING. IT IS THE VENDOR RESPONSIBILITY TO PRINT AND SHIP AS PER SPECIFICATION. PROOF-DEPARTMENT MUST APPROVE PROOF PRIOR TO PRINTING.	150.00	M	1893/m	2,839.50
OFFICE USE ONLY PURCHASE ORDER #	ADDITIONAL TERMS ON REVERSE SIDE		2,839.50 TOTAL	

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: 97489 OR
 County Department: Cook

Applicant Information:

Last name: Reske First Name: Rick MI: J
 SS# (Last Four Digits): 1881
 Street Address: 1707 Shankin
 City: Walled Lake State: Mi Zip: 48390
 Home Phone: (248) 819-0694 Drivers License No: B20073841425

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: [Signature] Date: 11-7-11

Subscribed and sworn to before me this 7th day of November, 2011

x [Signature]
 Notary Public Signature

Notary Seal
 BETTY JOANN SZARAMA
 NOTARY PUBLIC OF MICHIGAN
 OAKLAND COUNTY
 MY COMMISSION EXPIRES
 02-14-2016