



**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  
12/8/2011  
F.O.B. POINT

PURCHASE ORDER NO.  
**179168 - 000- OP**  
REQUISITION NO.  
00098001 OR

PURCHASE ORDERED ISSUED TO  
835190  
Advantage Marketing Group LTD  
1550 Howard Street  
Elk Grove Village IL 60007

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

SHIP TO	County Clerk - Election Department Cook County Administration Offices 69 W. Washington Street - 5th Floor Chicago IL 60602-3007	DELIVERY INSTRUCTIONS ROSE FARELLA 312*603*0927	DEPT NO	
			5240583	Page 1 of 2

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	<p>NCOA (NATIONAL CHANGE OF ADDRESS) AND D2 PRINTING SPECIFICATIONS: *COUNTY CLERK WILL PROVIDE VOTER FILE (APPROXIMATELY 1.4 MILLION)(\$.45/M) IN A TEXT FORMAT *CLERK WILL ALSO PROVIDE ARTWORK FOR MAILER (ENGLISH/SPANISH AND ENGLISH/CHINESE VERSION AND A POSSIBLE THIRD LANGUAGE VERSION) *CLERK WILL PROVIDE POSTAGE ***** ***** *****VENDOR***** *** *VENDOR MUST PERFORM NCOA ANALYSIS AND IDENTIFY VOTERS WHO EXACTLY MATCHED AS MOVED, AND COMBINE THIS WITH VOTERS WHO WERE FLAGGED BY THE CLERK'S OFFICE AS MOVED IN THE VOTERS FILE ONLY THOSE VOTERS WILL RECEIVE D2 NOTICES *VENDOR MUST PROVIDE SAMPLES FOR CLERK'S OFFICE AND POST OFFICE APPROVAL *VENDOR IS RESPONSIBLE FOR GETTING THE FINAL D2 (WHICH INCLUDES ALL ARTWORK, BARCODES, ADDRESSING COMPONENTS AND PAPER WEIGHT) APPROVED BY POST OFFICE PRIOR TO MAILING *THERE WILL BE APPROXIMATELY 100-125,000 D2 NOTICES (\$ 48.70/M) *D2 MAILED SHOULD GO TO THE ADDRESS ON THE VOTER FILE AND SHOULD BE FORWARDABLE *THERE WILL BE CONSTANT INFORMATION ON ONE SIDE *THERE IS VARIABLE INFORMATION, ADDRESS, BARCODE</p>	.00 JB	6,717.5000	6,717.50	1306.300356

NOTE: VENDOR AGREES NOT TO EXCEED THE QUANTITY OR DOLLAR AMOUNT OF THIS ORDER WITHOUT WRITTEN AUTHORIZATION FROM THE PURCHASING AGENT

<p><b>RECEIPT CERTIFICATION (FOR DEPARTMENT USE ONLY)</b></p> <p>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.</p> <p>Authorized Signature: _____ Date: _____</p>		<p>I hereby certify that this purchase is in agreement with the requisition on file authorizing the expenditure and is properly approved.</p> <p>PURCHASING AGENT _____ Date: _____</p> <p><i>Mania de la Cruz</i> 1/9/12 Bk</p>
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FEDERAL EXCISE TAX EXEMPT CERT: 36-75-D038K

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
	AND UNIQUE VOTER ID ON THE OTHER SIDE *WHITE STOCK/BLACK INK ON BOTH SIDE *8.5 X 11 PAPER, MATTE COATED, 9 POINTS THICK TO MEET POSTAL Cook County, Description REGULATIONS AND TO ALLOW FOR CLEAN BAR CODING IMAGING *FOLDED IN HALF TO 8.5 X 5.5 SIZE AND WAFER SEALED *DROP BULK MAIL AT THE MAIN CHICAGO POST OFFICE *SEND A COPY OF NCOA/CASS CORRECTED VOTER FILE TO THE CLERK'S OFFICE				
***** Total Order *****				6,717.50	

7/19/11

# Purchase Requisition

Office of the Purchasing Agent  
Cook County of Illinois

Purchase Order Number

179162

Requisition # OR 98001 Contract #

Open Date 10/26/10  
EHO

Buyer Number 374244 BEARD, BRENDA  
Bid/Sole Src Code BSP  
Business Unit 5240583  
Internal Req Number 15240021  
Board Apr Date & Item  
Requisition Date 6/14/2011  
Date Needed 6/14/2011

Ship To: 8000175 County Clerk - Election Depart  
Cook County Administration Off  
69 W. Washington Street - 5th  
Chicago IL 60602-3007  
Delivery Instructions: ROSE FARELLA  
Supplier: 299999 TEAM LEAD MAILBOX  
312\*603\*0927

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 NCOA (NATIONAL CHANGE OF ADDRESS) AND D2 PRINTING < > JB 12,000.0000 12,000.00 5240583.520495

SPECIFICATIONS:  
\*COUNTY CLERK WILL PROVIDE VOTER FILE (APPROXIMATELY 1.4 MILLION) IN A TEXT FORMAT  
\*CLERK WILL ALSO PROVIDE ARTWORK FOR MAILER (ENGLISH/SPANISH AND ENGLISH/CHINESE VERSION AND A POSSIBLE THIRD LANGUAGE VERSION)  
\*CLERK WILL PROVIDE POSTAGE  
\*\*\*\*\*VENDOR\*\*\*\*\*  
\*VENDOR MUST PERFORM NCOA ANALYSIS AND IDENTIFY VOTERS WHO EXACTLY MATCHED AS MOVED, AND COMBINE THIS WITH VOTERS WHO WERE FLAGGED BY THE CLERK'S OFFICE AS MOVED IN THE VOTERS FILE ONLY THOSE VOTERS WILL RECEIVE D2 NOTICES  
\*VENDOR MUST PROVIDE SAMPLES FOR CLERK'S OFFICE AND POST OFFICE APPROVAL  
\*VENDOR IS RESPONSIBLE FOR GETTING THE FINAL D2 (WHICH INCLUDES ALL ARTWORK, BARCODES, ADDRESSING COMPONENTS AND PAPER WEIGHT) APPROVED BY POST OFFICE PRIOR TO MAILING  
\*THERE WILL BE APPROXIMATELY 100-125,000 D2 NOTICES  
\*D2 MAILED SHOULD GO TO THE ADDRESS ON THE VOTER FILE AND SHOULD BE FORWARDABLE  
\*THERE WILL BE CONSTANT INFORMATION ON ONE SIDE  
\*THERE IS VARIABLE INFORMATION, ADDRESS, BARCODE AND UNIQUE VOTER ID

Hi Brenda,  
I changed some wording on this req. Please use this one instead of the old one. Money did not change. Any questions, please give me a call. Loretta

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.

Jan a. Kravore  
REQUISITIONER

BUREAU or DEPARTMENT HEAD

CCA

APPROVED BUDGETARY ACCOUNT

PURCHASING USE ONLY

ACCT #

DATE BY

TRIP ACCOUNT





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 10/7/2011	BUYER BEARD, BRENDA	BUYER PHONE 312 6035383	ORDER NO. 98001 OR	RESPOND BY 10/26/2011	Quotes must be in Bid Box by 10:00 A.M.	Page 1 of 2
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Vendor Address

*36-3797842*

*Advantage Marketing Group, Ltd  
1500 Howard St.  
Euk Grove Village, IL 60007*

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.

Product Delivery Point

County Clerk - Election Department  
Cook County Administration Offices  
69 W. Washington Street - 5th Floor  
Chicago IL 60602-3007

DELIVERY IN WORKING DAYS *12<sup>th</sup> 14 business days*

PHONE NUMBER *847-952-2100*

SIGNED BY *[Signature]*  
(PLEASE PRINT) *James Keane*

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
NCOA (NATIONAL CHANGE OF ADDRESS) AND D2 PRINTING SPECIFICATIONS: *COUNTY CLERK WILL PROVIDE VOTER FILE (APPROXIMATELY 1.4 MILLION) IN A TEXT FORMAT *CLERK WILL ALSO PROVIDE ARTWORK FOR MAILER (ENGLISH/SPANISH AND ENGLISH/CHINESE VERSION AND A POSSIBLE THIRD LANGUAGE VERSION) *CLERK WILL PROVIDE POSTAGE *****VENDOR***** *VENDOR MUST PERFORM NCOA ANALYSIS AND IDENTIFY VOTERS WHO EXACTLY MATCHED AS MOVED, AND COMBINE THIS WITH VOTERS WHO WERE FLAGGED BY THE CLERK'S OFFICE AS MOVED IN THE VOTERS FILE ONLY THOSE VOTERS WILL RECEIVE D2 NOTICES *VENDOR MUST PROVIDE SAMPLES FOR CLERK'S OFFICE AND POST OFFICE APPROVAL *VENDOR IS RESPONSIBLE FOR GETTING THE FINAL D2 (WHICH INCLUDES ALL ARTWORK, BARCODES, ADDRESSING COMPONENTS AND PAPER WEIGHT) APPROVED BY POST OFFICE PRIOR TO MAILING *THERE WILL BE APPROXIMATELY 100-125,000 D2 NOTICES *D2 MAILED SHOULD GO TO THE ADDRESS ON THE VOTER FILE AND SHOULD BE FORWARDABLE *THERE WILL BE CONSTANT INFORMATION ON ONE SIDE *THERE IS VARIABLE INFORMATION, ADDRESS, BARCODE AND UNIQUE	1,400,000	JB	\$ .45/m	\$630. <sup>00</sup>
OFFICE USE ONLY PURCHASE ORDER #	ADDITIONAL TERMS ON REVERSE SIDE		TOTAL	
				\$6,717.50



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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 10/7/2011	BUYER BEARD, BRENDA	BUYER PHONE 312 6035383	ORDER NO. 980010R	RESPOND BY 10/26/2011		Page 2 of 2
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DESCRIPTION	QUANTITY ORDERED	UNIT OF MEASURE	UNIT PRICE	EXTENDED PRICE
VOTER ID ON THE OTHER SIDE *WHITE STOCK/BLACK INK ON BOTH SIDE *8.5 X 11 PAPER, MATTE COATED, 9 POINTS THICK TO MEET POSTAL REGULATIONS AND TO ALLOW FOR CLEAN BAR CODING IMAGING *FOLDED IN HALF TO 8.5 X 5.5 SIZE AND WAFER SEALED *DROP BULK MAIL AT THE MAIN CHICAGO POST OFFICE *SEND A COPY OF NCOA/CASS CORRECTED VOTER FILE TO THE CLERK'S OFFICE *****FOR A SAMPLE***** PLEASE CALL BRENDA BEARD 312-603-5383	125,000		\$48.70/M	\$6,087.50

OFFICE USE ONLY	PURCHASE ORDER #	ADDITIONAL TERMS ON REVERSE SIDE
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# 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: KENE First Name: JAMES MI: Patrick

SS# (Last Four Digits): 0515

Street Address: 110 Elm Street

City: Prospect Heights State: IL Zip: 60070

Home Phone: (847) 875-1999 Drivers License No: K500-4555-9086

### 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: 10/25/2011

Subscribed and sworn to before me this 25th day of October, 2011

x Vickie Fornkahl  
Notary Public Signature

\_\_\_\_\_  
Notary Seal



NOCA (National Change of Address)

Clerk of Cook County

DUE DATE: Wed. October 26, 2011 at 10:00 a.m. Quote# Q-98001-OR-BRENDA BEARD

VENDOR NAME	VENDOR ADDRESS	BID AMOUNT
01. J.J. Collins	7125 Janes Ave Woodridge, IL 60517	8,450.00
02. Advantage Group	Marketing 1550 Howard St Elk Grove Village, IL 60007	6,717.50
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