

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1582678
Vendor Name: Butler Enterprises Inc
Invoice Number: 19327
Invoice Date: 06/18/20
PO Number: P0369928
Check Number: 0270833
Check Amount: \$ 1,785.00
Check Date: 07/14/2020
Department ID: 00017
Reviewer Name: Monica Miller
Voucher Number: V0631503
Redaction Type: None
Document Type: AP Invoice

Document Below

From: arankij@cod.edu
Sent: Mon Jun 22 08:03:14 CDT 2020
To: invoicing@cod.edu
CC:
Subject: Hunter invoice for auto dept

Please pay this invoice
-Joe Aranki
Automotive Instructor

Make checks payable to:

Chicagoland Hunter Service

mikeb333@comcast.net

P.O Box 1341
Palatine, IL 60078-1341
847-456-5399

INVOICE

| DATE | INVOICE # |
|-----------|-----------|
| 6/18/2020 | 19327 |
| | |

BILL TO

College Of Dupage
425 Fawell Blvd.
Glen Ellyn, IL 60137

APPROVED

06/24/20 - KRISTINE FAY

P.O. number

TERMS

Service Rep

| ITEM | QTY | DESCRIPTION | Equipment | SERIAL # | DATE | AMOUNT |
|--|-----|---|-----------|----------|--------|------------|
| WEBSPEC-2020US | 3 | 2020 US VEHICLE SPEC UPDATE W/KEY and 1 YEAR WEBSPEC SUBSCRIPTION | | | 595.00 | 1,785.00 |
| INVOICE REVIEWED OKAY TO PAY MONICA MILLER 06/24/20 | | | | | | |
| <i>NO STATEMENT SENT PLEASE PAY FROM THIS INVOICE</i> | | | | | | |
| Total | | | | | | \$1,785.00 |

Signature X
Printed Name

From: zerrudom@cod.edu
Sent: Wed Jun 24 15:05:31 CDT 2020
To: invoicing@cod.edu
CC:
Subject: FW: Attached Document

From: Aranki, Joseph
Sent: Wednesday, June 24, 2020 3:03 PM
To: Zerrudo, Maria <zerrudom@cod.edu>
Subject: RE: Attached Document

Yep....thank you!

Sent from my T-Mobile 4G LTE Device

----- Original message -----
From: "Zerrudo, Maria" <zerrudom@cod.edu>
Date: 6/24/20 2:21 PM (GMT-06:00)
To: "Aranki, Joseph" <arankij@cod.edu>
Subject: Attached Document

Joe,

Do you have a PO no. for Chicagoland Hunter Service? I can't locate this vendor in Colleague.

Thank you

Marivic Zerrudo
Accounts Payable Team Leader
College of DuPage
425 Fawell Blvd | SRC 2132 | Glen Ellyn, IL 60137-6599
phone 630-942-2601 | zerrudom@cod.edu

Bill To:
College of DuPage

College of DuPage Accounts Payable
425 Fawell Blvd.
Glen Ellyn, IL 60137

Accounts Payable, SRC2049
Phone: 630-942-2228
Fax: 630-858-9078

CONFIRMATION OF ORDER

369928

Page: 1
Release Method: Hard Copy
Release Date: 06/11/2020
Need By Date: 05/28/2020

*** Confirming Purchase Order ***

Vendor:

1582678
Butler Enterprises Inc
D/B/A Chicagoland Hunter Serv
PO Box 1341
Palatine, IL 60078
Attn: Mike Burler

Phone: 847-456-5399
Fax:

Ship To:

College of DuPage
425 Fawell Blvd.
Glen Ellyn, IL 60137

Purchasing, Manager

Phone: (630) 942-2217
Fax: (630) 942-3750

Purchase Order Comments:

Invoice #19327

Requisition Numbers: 680359

Requisitioner Name(s): Joe Aranki

| Vendor Item | QTY | UOM | Description | Unit Price | Total Price |
|---------------------------|-----|------|---------------------------------------|------------|-------------|
| WEBSPEC-2020US | 3 | Each | Annual Update for alignment equipment | \$595.00 | \$1,785.00 |
| Deliver To: Joseph Aranki | | | | | |

| | |
|--------------------------------|-------------------|
| SubTotal | \$1,785.00 |
| Shipping & Handling | \$0.00 |
| Tax | \$0.00 |
| Total | \$1,785.00 |

| Account Code Summary | | |
|----------------------|---------------------|------------|
| Account Code | Account Description | Amount |
| 01-10-00017-5406001 | | \$1,785.00 |

Terms and Conditions:

1. F.O.B. DESTINATION unless otherwise indicated under Purchase Order Comments.
2. College of DuPage will only accept electronic invoices, which can be in any format, including but not limited to PDF, Word, Excel. Invoices must reference the COD Purchase Order Number. Invoices are to be emailed to invoicing@cod.edu. Questions about payment status or other inquiries, please email acctpay@cod.edu or call 630-942-2228.
3. All payments are processed via ACH transfer on a weekly basis. You are strongly encouraged to set up your ACH account upon receipt of this PO to avoid unnecessary payment delays. A letter will be sent to you under separate cover which outlines the set-up instructions, your log-in, and temporary password. Invoices must be received in an electronic format at least three weeks prior to the due date and are to be emailed to invoicing@cod.edu. Paper checks are issued once-a-month. A paper check will be issued to foreign vendors that are not eligible for ACH transfer.
4. All invoices must be provided to the College for services rendered directly to the College. Undisputed invoices will be paid within sixty (60) days of receipt of properly submitted invoices to the Contractor, in accordance with the Local Government Prompt Payment Act.
5. All solicitations must be directed to the Purchasing Department. Any vendor selling directly to any faculty or staff member, without prior authorization from the Purchasing Department will be removed from our vendor list.
6. College of DuPage is exempt from payment of the Retailers' Occupation Tax, the Service Occupation Tax (both state and local), the Use Tax, and the Service Use Tax. The College's Tax Exemption Identification Number is E9997-3391-06.
7. If unable to ship and/or deliver as required, advise the Purchasing Department immediately with full details at 630-942-2217.
8. All packages shall clearly indicate the purchase order number and contain a packing list of all contents with itemized descriptions.
9. All shipments are accepted subject to inspection and approval by College of DuPage.
10. Any company/organization to be awarded a contract for goods and/or services must be in compliance with the fair employment practice act and all rules & regulations thereunder.
11. Suppliers are required to comply with executive orders 11246, 11375, The Rehabilitation Act of 1973, and the Vietnam Readjustment

Bill To:**College of DuPage**

College of DuPage Accounts Payable
425 Fawell Blvd.
Glen Ellyn, IL 60137

Accounts Payable, SRC2049
Phone: 630-942-2228
Fax: 630-858-9078

CONFIRMATION OF ORDER

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Page: 2
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*** Confirming Purchase Order *****Vendor:**

1582678
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D/B/A Chicagoland Hunter Serv
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Phone: 847-456-5399
Fax:

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Purchasing, Manager

Phone: (630) 942-2217
Fax: (630) 942-3750

Act of 1974.

12. All contracts for construction work are subject to the provisions of 820 ILCS 130, ch. 48, Par. 39s-1 through 39s-12, providing for payment of the prevailing rate of wages to laborers, workmen & mechanics. Contractor shall submit to the College, monthly certified payroll records for all workers and sub-contractors utilized for the project.

*Duplicate Purchase
Order: This is a Copy!*