

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1087335
Vendor Name: Midwest Association of Public
Invoice Number: P0372848
Invoice Date: 03/16/21
PO Number: P0372848
Check Number: 0277558
Check Amount: \$ 160.00
Check Date: 03/17/2021
Department ID: 00749
Reviewer Name:
Voucher Number: V0665469
Redaction Type: None
Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

From: Towne, Jordan <townej@cod.edu>
Sent: Tue Mar 16 15:44:48 CDT 2021
To: invoicing@cod.edu
CC: dandoa@cod.edu, dobersztynt@cod.edu
Subject: College of DuPage PO 372848 Check Enclosed Request

Hello,

Please process the attached check enclosed request for MAPP PO 372848.

Thank you,

Jordan Towne
Purchasing Expeditor

425 Fawell Blvd. | IRC 1001 | Glen Ellyn, IL 60137-6599 | USA
T: (630) 942.2576 | F: (630) 942.4201 | townej@cod.edu

- [Click Here](#) for current bids/Rfps!
- COD: Check out our [Team Site](#)!

[attachment: College of DuPage PO 372848.pdf]
[attachment: MAPP 2021 INVOICES (1).pdf]

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

Vendor:

1087335
Midwest Association of Public Procurement
18 N County St
Waukegan, IL 60085

Attn: Maria Calamia

Phone: 630-444-3186
Fax:

PO Created By: Towne, Jordan
Purchase Order Comments:



Check
Enclosed

PURCHASE ORDER

372848

Page: 1

Release Method: Hard Copy

Release Date: 03/16/2021

Created Date: 03/16/2021

Ship To:

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

Purchasing, Manager

Phone: 630-942-2238

Fax: 630-942-2238

Deliver To: Dando, Anne Marie

AP VERIFIED
03/16/21 - ISABEL BARRIOS

Requisition Number(s): 684218

Requisitioner Name(s): Anne Marie Dando

#	Vendor Item	QTY	UOM	Description	Unit Price	Total Price
1		1	Each	MAPP 2021 MEMBERSHIP INVOICE M031-21 Anne Marie Dando NIGP#254655i	\$40.00	\$40.00
Deliver To: Dando, Anne Marie						
2		1	Each	MAPP 2021 MEMBERSHIP INVOICE M122-21 Jordan Towne NIGP#206936i	\$40.00	\$40.00
Deliver To: Dando, Anne Marie						
3		1	each	MAPP 2021 MEMBERSHIP INVOICE M021-21 Kevin Casey NIGP#45432i	\$40.00	\$40.00
Deliver To: Dando, Anne Marie						
4		1	Each	MAPP 2021 MEMBERSHIP INVOICE M023-21 Susan Castellanos NIGP#206934i	\$40.00	\$40.00
Deliver To: Dando, Anne Marie						
					Sub Total: \$	160.00
					Total: \$	160.00

Account Code Summary

Account Code	Account Description	Amount
01-80-00749-5406002		\$160.00

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

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

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 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.

PURCHASE ORDER

372848

Page: 2**Release Method:** Hard Copy**Release Date:** 03/16/2021**Created Date:** 03/16/2021

Midwest Association of Public Procurement

"Opportunity for Professional Growth"



INVOICE

To: College of DuPage
Attention: Anne Marie Dando
425 Fawell Building
Glen Ellyn, IL 60137

Invoice Number	Invoice Date	Date Due
#M031-21	March 10, 2021	April 10, 2021

Member #	Description	Participants
M031	2021 MAPP AGENCY DUES (WHO ARE ALSO NIGP MEMBERS) \$40.00 PLEASE PROVIDE NIGP MEMBERSHIP # 254655 i OR 2021 MAPP AGENCY DUES (WHO ARE NOT NIGP MEMBERS) \$50.00	Anne Marie Dando dandoa@cod.edu
		Total Due \$40.00

PLEASE MAKE CHECKS PAYABLE TO:

Midwest Association of Public Procurement
c/o Daina DeNye, CPPO
City of Elgin Purchasing
150 Dexter Court
Elgin, IL 60120

Midwest Association of Public Procurement

"Opportunity for Professional Growth"



INVOICE

To: College of DuPage
Attention: Susan Castellanos
425 Fawell Building
Glen Ellyn, IL 60137

Invoice Number	Invoice Date	Date Due
#M023-21	March 10, 2021	April 10, 2021

Member #	Description	Participants
M023	2021 MAPP AGENCY DUES (WHO ARE ALSO NIGP MEMBERS) \$40.00 PLEASE PROVIDE NIGP MEMBERSHIP # 206934 i OR 2021 MAPP AGENCY DUES (WHO ARE NOT NIGP MEMBERS) \$50.00	Susan Castellanos castellanoss1510@cod.edu
		Total Due \$40.00

PLEASE MAKE CHECKS PAYABLE TO:

Midwest Association of Public Procurement
c/o Daina DeNye, CPPO
City of Elgin Purchasing
150 Dexter Court
Elgin, IL 60120

Midwest Association of Public Procurement

"Opportunity for Professional Growth"



INVOICE

To: College of DuPage
Attention: Jordan Towne
425 Fawell Building
Glen Ellyn, IL 60137

Invoice Number	Invoice Date	Date Due
#M122-21	March 10, 2021	April 10, 2021

Member #	Description	Participants
M0122	2021 MAPP AGENCY DUES (WHO ARE ALSO NIGP MEMBERS) \$40.00 PLEASE PROVIDE NIGP MEMBERSHIP # 206936 i OR 2021 MAPP AGENCY DUES (WHO ARE NOT NIGP MEMBERS) \$50.00	Jordan Towne townej@cod.edu
		Total Due \$40.00

PLEASE MAKE CHECKS PAYABLE TO:

Midwest Association of Public Procurement
c/o Daina DeNye, CPPO
City of Elgin Purchasing
150 Dexter Court
Elgin, IL 60120

Midwest Association of Public Procurement

"Opportunity for Professional Growth"



INVOICE

To: College of DuPage
Attention: Kevin Casey
425 Fawell Building
Glen Ellyn, IL 60137

Invoice Number	Invoice Date	Date Due
#M021-21	March 10, 2021	April 10, 2021

Member #	Description	Participants
M021	2021 MAPP AGENCY DUES (WHO ARE ALSO NIGP MEMBERS) \$40.00 PLEASE PROVIDE NIGP MEMBERSHIP # 45432i OR 2021 MAPP AGENCY DUES (WHO ARE NOT NIGP MEMBERS) \$50.00	Kevin Casey
		Total Due \$40.00

PLEASE MAKE CHECKS PAYABLE TO:

Midwest Association of Public Procurement
c/o Daina DeNye, CPPO
City of Elgin Purchasing
150 Dexter Court
Elgin, IL 60120