

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1602879

Vendor Name: Friendly Ford Inc

Invoice Number: B0372838

Invoice Date: 03/16/21

PO Number: P0372838

Check Number: E0083928

Check Amount: \$ 24,375.70

Check Date: 03/25/2021

Department ID: 00705

Reviewer Name:

Voucher Number: V0666146

Redaction Type: None

Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

From: Towne, Jordan <townej@cod.edu>
Sent: Thu Mar 25 08:42:02 CDT 2021
To: invoicing@cod.edu
CC: ditchf@cod.edu,sekerkaj@cod.edu
Subject: College of DuPage PO 372838.pdf

Hello,

Please see the attached check enclosed request for PO 372838 Friendly Ford.

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 372838.pdf]
[attachment: Bill of Sale Transit.pdf]
[attachment: Quote 2020 Transit signed.pdf]

Bill To:**College of DuPage**

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



Check
Enclosed

PURCHASE ORDER

372838

Page: 1

Release Method: Hard Copy

Release Date: 03/16/2021

Created Date: 03/16/2021

Accounts Payable, SRC2049

Phone: 630-942-2228

Fax: 630-858-9078

Vendor:

1602879
Friendly Ford Inc
dba Friendly Ford
333 E. Irving Park Road
Roselle, IL 60172
Attn: Kidd Altergott

Phone: 630-924-8686

Fax:

Ship To:

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

Purchasing, Manager

Phone: (630) 942-2217

Fax: (630) 942-3750

Deliver To: BIC 0525-David Ditchfield

PO Created By: Castellanos, Susan

Purchase Order Comments:

AP VERIFIED**03/25/21 - MARIA ZERRUDO**

Requisition Number(s): 684019

Requisitioner Name(s): Dave Ditchfield

#	Vendor Item	QTY	UCM	Description	Unit Price	Total Price
1	NM0LS7E24L146332	1	Each	2020 Transit Connect	\$24,375.70	\$24,375.70
8						

Deliver To: BIC 0525-David Ditchfield

Sub Total: \$ 24,375.70

Total: \$ 24,375.70

Account Code Summary

Account Code	Account Description	Amount
02-70-00705-5807001		\$24,375.70

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 acctpays@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 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.



333 E. Irving Park Rd. • Roselle, IL 60172
(630) 924-8686 • FAX: (630) 924-1072

BILL OF SALE

SALESMAN ERIK GRIMMER

PURCHASER'S NAME COLLEGE OF DUPAGE DATE 02/25/21
PURCHASER'S ADDRESS 425 FAWELL BLVD CITY GLEN ELLYN STATE IL ZIP 60137
PHONE (RES) (630) 942-2800 (BUS) _____ STK# TG1249
ENTER MY ORDER FOR ONE ☐ NEW ☒ USED ☐ DEMO YEAR 20 MAKE FORD MODEL TRAN CONN
COLOR _____ INT. _____ SER# NM0LS7E24L1463328

DR. LIC. #	CASH DELIVERED PRICE OF UNIT	\$	26,465.70	
D.O.B.	TRADE ALLOWANCE	\$		
S.S. #	THIS ORDER SUPERSEDES ALL PRE-VIOUS ORDERS. INCLUDES ALL REBATES AND/OR INCENTIVES.			
DR. LIC. #				
D.O.B.				
S.S. #				
MILES NEW	21			
MILES USED	TR1- TR2-			
I RECEIVED A COPY OF THE WINDOW LABEL EXPLAINING MY GUARANTEE. <input checked="" type="checkbox"/>				
THIS CAR IS SOLD "AS IS AND SHOWN" WITH NO GUARANTEES (WARRANTIES) EXPRESSED OR IMPLIED. <input checked="" type="checkbox"/>				
VERBAL PROMISES NOT VALID				
USED CAR TRADE-IN AND/OR OTHER CREDITS	CASH DIFFERENCE AFTER TRADE	\$	26,465.70	
MAKE OF TRADE-IN		\$		
YEAR MODEL BODY		\$		
MVI OR SERIAL NO.		\$		
BALANCE OWED TO	FACTORY SPECIAL ORDER DEPOSIT IS NOT REFUNDABLE			
ADDRESS	Customer initial _____			
USED TRADE-IN ALLOWANCE	\$	DOCUMENTARY SERVICE FEE	\$	
BALANCE OWED ON TRADE-IN	\$	CASH SALE PRICE OF DESCRIBED MOTOR VEHICLE	\$ 26,465.70	
		STATE AND LOCAL TAXES	\$	
The only warranties applying to this Part(s) are those which may be offered by the manufacturer. The selling dealer hereby expressly disclaims all warranties, either expressed or implied, including any implied warranties of merchantability or fitness for a particular purpose, and neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this Part(s) and/or service. Buyer shall not be entitled to recover from the selling dealer any consequential damages, damages to property, damages for loss of use, loss of time, loss of profits, or income, or any other incidental damages. The Purchaser hereby acknowledges that Seller has made available "Warranty Pre-Sale Information" as disclosed in the Warranty Binders pursuant to the Magnuson-Moss Warranty Act. <input checked="" type="checkbox"/>		LICENSE AND/OR REGISTRATION FEE TYPE _____	\$ 160.00	
		TOTAL PRICE OF UNIT	\$	\$ 26,625.70
		BALANCE OWED ON TRADE-IN	\$	\$
		TOTAL DUE	\$	\$ 26,625.70
		DEPOSIT	\$	\$
		ADDITIONAL DEPOSIT DUE REBATE	\$ 2,250.00	
		ESP YR MILES	\$	
		UNPAID CASH BALANCE DUE ON DELIVERY	\$ 24,375.70	

THIS ORDER SHALL NOT BECOME BINDING UNTIL ACCEPTED BY DEALER OR HIS AUTHORIZED REPRESENTATIVE. Purchaser by his execution of this order acknowledges that he has read its terms and conditions and has received a true copy of this order.

The front and back of this order comprise the entire agreement affecting this purchase.

I, OR WE, APPROVE AND
ACCEPT THE ABOVE TERMS

ACCEPTED:
FRIENDLY FORD

NO PUBLIC LIABILITY INSURANCE ISSUED WITH THIS TRANSACTION



333 E. Irving Park Rd. • Roselle, IL 60172
(630) 924-8686 • FAX: (630) 924-1072

BILL OF SALE

SALESMAN ERIK GRIMMER

PURCHASER'S NAME COLLEGE OF DUPAGE DATE 02/25/21

PURCHASER'S ADDRESS 425 FAWELL BLVD CITY GLEN ELLYN STATE IL ZIP 60137

PHONE (RES) (630) 942-2800 (BUS) STK# TG1249

ENTER MY ORDER FOR ONE ☐ NEW ☒ USED ☐ DEMO YEAR 20 MAKE FORD MODEL TRAN CONN

COLOR INT. SER# NMOLS7E24L1463328

DR. LIC. #	CASH DELIVERED PRICE OF UNIT	\$	26,465.70
D.O.B.	TRADE ALLOWANCE	\$	
S.S. # <u>XXX-XX-</u>	THIS ORDER SUPERSEDES ALL PREVIOUS ORDERS. INCLUDES ALL REBATES AND/OR INCENTIVES.		
DR. LIC. #			
D.O.B.			
S.S. # <u>XXX-XX-</u>			
MILES NEW <u>21</u>			
MILES USED <u>TR1-</u> <u>TR2-</u>			
I RECEIVED A COPY OF THE WINDOW LABEL EXPLAINING MY GUARANTEE. <input checked="" type="checkbox"/>			
THIS CAR IS SOLD "AS IS AND SHOWN" WITH NO GUARANTEES (WARRANTIES) EXPRESSED OR IMPLIED. <input checked="" type="checkbox"/> <u>Eason M. Roberts</u>			
VERBAL PROMISES NOT VALID			
USED CAR TRADE-IN AND/OR OTHER CREDITS	CASH DIFFERENCE AFTER TRADE	\$	26,465.70
MAKE OF TRADE-IN		\$	
YEAR MODEL BODY		\$	
MVI OR SERIAL NO.		\$	
BALANCE OWED TO	FACTORY SPECIAL ORDER DEPOSIT IS NOT REFUNDABLE		
ADDRESS	Customer Initial <u></u>		
USED TRADE-IN ALLOWANCE	\$	DOCUMENTARY SERVICE FEE	\$
BALANCE OWED ON TRADE-IN	\$	CASH SALE PRICE OF DESCRIBED MOTOR VEHICLE	\$ 26,465.70
		STATE AND LOCAL TAXES	\$
The only warranties applying to this Part(s) are those which may be offered by the manufacturer. The selling dealer hereby expressly disclaims all warranties, either expressed or implied, including any implied warranties of merchantability or fitness for a particular purpose, and neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this Part(s) and/or service. Buyer shall not be entitled to recover from the selling dealer any consequential damages, damages to property, damages for loss of use, loss of time, loss of profits, or income, or any other incidental damages.		LICENSE AND/OR REGISTRATION FEE TYPE <u></u>	\$ 160.00
The Purchaser hereby acknowledges that Seller has made available "Warranty Pre-Sale Information" as disclosed in the Warranty Binders pursuant to the Magnuson-Moss Warranty Act.		TOTAL PRICE OF UNIT	\$ 26,625.70
<input checked="" type="checkbox"/> <u>Eason M. Roberts</u>		BALANCE OWED ON TRADE-IN	\$
		TOTAL DUE	\$ 26,625.70
		DEPOSIT	\$
		ADDITIONAL DEPOSIT DUE <u>REBATE</u>	\$ 2,250.00
		ESP YR MILES	\$
		UNPAID CASH BALANCE DUE ON DELIVERY	\$ 24,375.70

THIS ORDER SHALL NOT BECOME BINDING UNTIL ACCEPTED BY DEALER OR HIS AUTHORIZED REPRESENTATIVE. Purchaser by his execution of this order acknowledges that he has read its terms and conditions and has received a true copy of this order.

The front and back of this order comprise the entire agreement affecting this purchase.

I, OR WE, APPROVE AND ACCEPT THE ABOVE TERMS Eason M. Roberts

ACCEPTED:
FRIENDLY FORD

NO PUBLIC LIABILITY INSURANCE ISSUED WITH THIS TRANSACTION



Purchase Agreement

Ken Witz
Hopkins Ford of Elgin
1045 E CHICAGO ST
Elgin, IL 60120

Buyer	Co-Buyer	Vehicle
College of Dupage April Fern 425 Fawell Blvd. Glen Ellyn, IL 60137 ferna@cod.edu		2020 Ford Transit Connect XL VIN: Stock #: Mileage: Color:

Purchase Details	
Retail Price:	\$26,165.00
Sales Price:	\$25,479.00
Accessories*:	\$800.00
Service Contract:	\$0.00
GAP:	\$0.00
Government Fees:	\$323.50
Proc/Doc Fees:	\$328.60
Estimated Taxes:	\$0.00
Total Sales Price:	\$26,931.10
Trade Allowance:	\$0.00
Trade Payoff:	\$0.00
Trade Equity:	\$0.00
Rebate:	\$2,250.00
Cash Down:	\$0.00
Cash Price:	\$24,681.10

X

Customer Signature

Date

X

Manager Signature

Date

* Accessories: Keys (2): \$550.00, Back-up Alarm: \$250.00

Disclaimer:

Payments are based on blended rates.

Printed 1/12/21 12:01 PM



175 WEST NORTH AVENUE, CAROL STREAM, ILLINOIS 60188
TELEPHONE 630-682-9200

BILL OF SALE

EMAIL _____
SALESMAN Jennifer Mensching

PURCHASER'S NAME College Of Dupage COUNTY _____ DATE _____

PURCHASER'S ADDRESS _____ CITY _____ STATE _____ ZIP _____

PHONE (RES) _____ (BUS) _____ STK# _____

ENTER MY ORDER FOR ONE ☒ NEW ☐ USED ☐ DEMO 19 2020 MAKE Ford MODEL Transit Connect

COLOR White INT Vinyl SER# _____

ODOMETER READING	CASH DELIVERED PRICE OF UNIT	\$ 26411	25
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DL#	TRADE ALLOWANCE	\$	
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DL#	GPC Incentive	1837	00
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	Back Up Alarm	150	48
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The only warranties applying to this Part(s) are those which may be offered by the manufacturer. The selling dealer hereby expressly disclaims all warranties, either express or implied, including any implied warranties of merchantability or fitness for a particular purpose, and neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this Part(s) and/or service. Buyer shall not be entitled to recover from the selling dealer any consequential damages, damages to property, damages for loss of use, loss of time, loss of profits, or income, or any other incidental damages.

The Purchases hereby acknowledges that Seller has made available "Warranty Pre-Sale Information" as disclosed in the Warranty Binders pursuant to the Magnuson-Moss Warranty Act.

	"OPTIONAL ERT FEE"	25	00
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	CASH DIFFERENCE AFTER TRADE	\$ 24749.73	
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X _____

I RECEIVED A COPY OF THE WINDOW LABEL EXPLAINING ANY GUARANTEE

X _____

Documentary fee. A document service fee is not an official fee. A documentary fee is not required by law, but may be charged to buyers for handling documents and performing services related to closing of a sale. The base documentary fee beginning January 1, 2020 is \$300.00. The maximum amount that may be charged for a documentary fee is the base documentary fee of \$300.00 which shall be subject to an annual rate adjustment equal to the percentage of change in the Bureau of Labor Statistics Consumer Price Index. This notice is required by law. The doc fee for 2020 is \$300.00. Int

		\$ 300	00
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USED CAR TRADE-IN AND/OR OTHER CREDITS	STATE AND LOCAL TAXES	\$ Exempt	
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MAKE OF TRADE-IN	LICENSE AND/OR REGISTRATION FEES TYPE <u>B</u>	301	00
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YEAR MODEL BODY	TOTAL PRICE OF UNIT	\$ 25350.73	
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MVI OR SERIAL NO.	BALANCE OWED ON TRADE-IN		
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BALANCE OWED TO	TOTAL DUE	25350.	73
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ADDRESS	DEPOSIT RECEIVED Date	\$	\$
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LICENSE# STICKER#	ADDITIONAL DEPOSIT DUE	\$	\$
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LICENSE EXPIRATION DATE			
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ODOMETER READING (Used)			
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USED CAR TRADE-IN AND/OR OTHER CREDITS	FACTORY SPECIAL ORDER. DEPOSIT IS NOT REFUNDABLE		
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MAKE OF TRADE-IN	Customer Init _____		
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YEAR MODEL BODY	CASH SALE PRICE OF DESCRIBED MOTOR VEHICLE	\$ 25350	73
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MVI OR SERIAL NO.	PROTECTION PACKAGE		
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BALANCE OWED TO			
-----------------	--	--	--

ADDRESS			
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LICENSE# STICKER#	STATE AND LOCAL TAXES		
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LICENSE EXPIRATION DATE	ESP /YR. MILES	\$	\$
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ODOMETER READING (Used)	UNPAID CASH BALANCE DUE ON DELIVERY	\$	\$
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ILLINOIS NOTICE REGARDING USED VEHICLES:

The following applies only if the vehicle is a used vehicle and is not an antique vehicle as defined in the Illinois Vehicle Code, or a collector motor vehicle and does not apply to a vehicle with more than 150,000 miles at the time of sale.

Illinois law requires that this vehicle will be free of a defect in a power train component for 15 days or 500 miles after delivery, whichever is earlier, except with regard to particular defects disclosed on the first page of this agreement. "Power train component" means the engine block, head, all internal engine parts, oil pan and gaskets, water pump, intake manifold, transmission, and all internal transmission parts, torque converter, drive shaft, universal joints, rear axle and all rear axle internal parts, and rear wheel bearings. You (the customer) will have to pay up to \$100 for each of the first 2 repairs if the warranty is violated.

Attention the consumer: sign here only if the Seller has told you that this vehicle has the following problem or problems and you agree to buy the vehicle on those terms:

1 _____ Buyer Signature _____ Date _____

2 _____ Buyer Signature _____ Date _____

3 _____ Buyer Signature _____ Date _____

I OR WE APPROVE AND ACCEPT THE ABOVE ITEMS _____

JOE COTTON FORD BY: _____

From: Zerrudo, Maria <zerrudom@cod.edu>
Sent: Thu Mar 25 08:56:35 CDT 2021
To: invoicing@cod.edu
CC:
Subject: FW: ACH or Check Payment

From: Sekerka, Joyce <sekerkaj@cod.edu>
Sent: Thursday, March 25, 2021 8:14 AM
To: Zerrudo, Maria <zerrudom@cod.edu>
Subject: FW: ACH or Check Payment
Importance: High

Good Morning Marivic,

Please use this as a Check Enclosed manual payment. Ellen Roberts signed off on it and Scott Brady has approved the check to be printed. The PO number assigned is 372838 per David Ditchfield.

Please add to the spreadsheet for David to pick up next Wednesday. I will reach out to him and let him know.

Thanks,
Joyce

Joyce Sekerka
Accounts Payable Supervisor
College of DuPage
425 Fawell Blvd.
Glen Ellyn, IL 60137-6599
630-942-2293
Email: sekerkaj@cod.edu

From: Brady, Scott <bradys310@cod.edu>
Sent: Wednesday, March 24, 2021 3:36 PM
To: Sekerka, Joyce <sekerkaj@cod.edu>; Refakes, Eugene <refakese@cod.edu>
Cc: Ditchfield, David <ditchf@cod.edu>; Roberts, Ellen <roberts@cod.edu>
Subject: FW: ACH or Check Payment
Importance: High

Joyce / Eugene,

Please provide Dave Ditchfield with a manual check for the attached invoice in order to purchase the vehicle they need. I approve this manual check. Dave, please let Joyce / Eugene know the date parameters etc.. One of them will make sure the check is printed for you to take to the dealership. Thanks, Scott

Scott L. Brady, CPA
Interim Chief Financial Officer
College of DuPage
425 Fawell Blvd.
SRC 2130L
Glen Ellyn, IL 60137-6599

Direct: 630.942.2219
Email: bradys310@cod.edu



Disclosure Statement:

Information in this transmission is intended only for the person(s) to whom it is addressed and may contain privileged and/or confidential information. If you are not the intended recipient, any disclosure, copying or dissemination of the information is unauthorized and you should delete/destroy all copies and notify the sender. No liability is accepted for any unauthorized use of the information contained in this transmission.

From: Roberts, Ellen <roberts@cod.edu>
Sent: Wednesday, March 24, 2021 3:22 PM
To: Brady, Scott <bradys310@cod.edu>
Subject: FW: ACH or Check Payment
Importance: High

Scott,

Please advise the process for this type of payment. I'm sure we've had this situation previously, as most dealerships want payment upfront.

Thank you,

Ellen

Ellen M. Roberts
Interim Vice President, Administrative Affairs
College of DuPage
425 Fawell Blvd.
Glen Ellyn, IL 60137
roberts@cod.edu
630-942-2218

From: Castellanos, Susan <castellanoss1510@cod.edu>
Sent: Wednesday, March 24, 2021 1:16 PM
To: Roberts, Ellen <roberts@cod.edu>
Subject: FW: ACH or Check Payment
Importance: High

FYI

From: Ditchfield, David <ditchf@cod.edu>
Sent: Wednesday, March 24, 2021 12:22 PM
To: Invoicing <invoicing@cod.edu>
Cc: Castellanos, Susan <castellanoss1510@cod.edu>
Subject: ACH or Check Payment

Good afternoon,

I am purchasing a vehicle and it is ready for pick up. However, the vehicle will not be released until payment is received by vendor. Is it possible to process attached payment to enable delivery?

David Ditchfield

Ext. 4220

[attachment: Quote 2020 Transit signed.pdf]



College of DuPage



333 E. Irving Park Rd. • Roselle, IL 60172
(630) 924-8686 • FAX: (630) 924-1072

BILL OF SALE

SALESMAN ERIK GRIMMER

PURCHASER'S NAME COLLEGE OF DUPAGE DATE 02/25/21

PURCHASER'S ADDRESS 425 FAWELL BLVD CITY GLEN ELLYN STATE IL ZIP 60137

PHONE (RES) (630) 942-2800 (BUS) STK# TG1249

ENTER MY ORDER FOR ONE ☐ NEW ☒ USED ☐ DEMO YEAR 20 MAKE FORD MODEL TRAN CONN

COLOR INT. SER# NMOLS7E24L1463328

DR. LIC. #	CASH DELIVERED PRICE OF UNIT	\$	26,465.70
D.O.B.	TRADE ALLOWANCE	\$	
S.S. # <u>XXX-XX-</u>	THIS ORDER SUPERSEDES ALL PREVIOUS ORDERS. INCLUDES ALL REBATES AND/OR INCENTIVES.		
DR. LIC. #			
D.O.B.			
S.S. # <u>XXX-XX-</u>			
MILES NEW <u>21</u>			
MILES USED <u>TR1- TR2-</u>			
I RECEIVED A COPY OF THE WINDOW LABEL EXPLAINING MY GUARANTEE. <input checked="" type="checkbox"/>			
THIS CAR IS SOLD "AS IS AND SHOWN" WITH NO GUARANTEES (WARRANTIES) EXPRESSED OR IMPLIED. <input checked="" type="checkbox"/> <u>Eason M. Roberts</u>			
VERBAL PROMISES NOT VALID			
USED CAR TRADE-IN AND/OR OTHER CREDITS	CASH DIFFERENCE AFTER TRADE	\$	26,465.70
MAKE OF TRADE-IN		\$	
YEAR MODEL BODY		\$	
MVI OR SERIAL NO.		\$	
BALANCE OWED TO	FACTORY SPECIAL ORDER DEPOSIT IS NOT REFUNDABLE		
ADDRESS	Customer Initial <u></u>		
USED TRADE-IN ALLOWANCE	\$	DOCUMENTARY SERVICE FEE	\$
BALANCE OWED ON TRADE-IN	\$	CASH SALE PRICE OF DESCRIBED MOTOR VEHICLE	\$ 26,465.70
		STATE AND LOCAL TAXES	\$
The only warranties applying to this Part(s) are those which may be offered by the manufacturer. The selling dealer hereby expressly disclaims all warranties, either expressed or implied, including any implied warranties of merchantability or fitness for a particular purpose, and neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this Part(s) and/or service. Buyer shall not be entitled to recover from the selling dealer any consequential damages, damages to property, damages for loss of use, loss of time, loss of profits, or income, or any other incidental damages.		LICENSE AND/OR REGISTRATION FEE TYPE <u></u>	\$ 160.00
The Purchaser hereby acknowledges that Seller has made available "Warranty Pre-Sale Information" as disclosed in the Warranty Binders pursuant to the Magnuson-Moss Warranty Act.		TOTAL PRICE OF UNIT	\$ 26,625.70
<input checked="" type="checkbox"/> <u>Eason M. Roberts</u>		BALANCE OWED ON TRADE-IN	\$
		TOTAL DUE	\$ 26,625.70
		DEPOSIT	\$
		ADDITIONAL DEPOSIT DUE <u>REBATE</u>	\$ 2,250.00
		ESP YR MILES	\$
		UNPAID CASH BALANCE DUE ON DELIVERY	\$ 24,375.70

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The front and back of this order comprise the entire agreement affecting this purchase.

I, OR WE, APPROVE AND ACCEPT THE ABOVE TERMS Eason M. Roberts

ACCEPTED:
FRIENDLY FORD

NO PUBLIC LIABILITY INSURANCE ISSUED WITH THIS TRANSACTION



Purchase Agreement

Ken Witz
Hopkins Ford of Elgin
1045 E CHICAGO ST
Elgin, IL 60120

Buyer	Co-Buyer	Vehicle
College of Dupage April Fern 425 Fawell Blvd. Glen Ellyn, IL 60137 ferna@cod.edu		2020 Ford Transit Connect XL VIN: Stock #: Mileage: Color:

Purchase Details	
Retail Price:	\$26,165.00
Sales Price:	\$25,479.00
Accessories*:	\$800.00
Service Contract:	\$0.00
GAP:	\$0.00
Government Fees:	\$323.50
Proc/Doc Fees:	\$328.60
Estimated Taxes:	\$0.00
Total Sales Price:	\$26,931.10
Trade Allowance:	\$0.00
Trade Payoff:	\$0.00
Trade Equity:	\$0.00
Rebate:	\$2,250.00
Cash Down:	\$0.00
Cash Price:	\$24,681.10

X

Customer Signature

Date

X

Manager Signature

Date

* Accessories: Keys (2): \$550.00, Back-up Alarm: \$250.00

Disclaimer:

Payments are based on blended rates.

Printed 1/12/21 12:01 PM



175 WEST NORTH AVENUE, CAROL STREAM, ILLINOIS 60188
TELEPHONE 630-682-9200

BILL OF SALE

EMAIL _____
SALESMAN Jennifer Mensching

PURCHASER'S NAME College Of Dupage COUNTY _____ DATE _____

PURCHASER'S ADDRESS _____ CITY _____ STATE _____ ZIP _____

PHONE (RES) _____ (BUS) _____ STK# _____

ENTER MY ORDER FOR ONE ☒ NEW ☐ USED ☐ DEMO 19 2020 MAKE Ford MODEL Transit Connect

COLOR White INT Vinyl SER# _____

ODOMETER READING	CASH DELIVERED PRICE OF UNIT	\$ 26411	25
DL#	TRADE ALLOWANCE	\$	
DL#	GPC Incentive	1837	00
	Back Up Alarm	150	48

The only warranties applying to this Part(s) are those which may be offered by the manufacturer. The selling dealer hereby expressly disclaims all warranties, either express or implied, including any implied warranties of merchantability or fitness for a particular purpose, and neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this Part(s) and/or service. Buyer shall not be entitled to recover from the selling dealer any consequential damages, damages to property, damages for loss of use, loss of time, loss of profits, or income, or any other incidental damages.

The Purchases hereby acknowledges that Seller has made available "Warranty Pre-Sale Information" as disclosed in the Warranty Binders pursuant to the Magnuson-Moss Warranty Act.

X _____

I RECEIVED A COPY OF THE WINDOW LABEL EXPLAINING ANY GUARANTEE

X _____

"OPTIONAL ERT FEE" 25 00

CASH DIFFERENCE AFTER TRADE \$ 24749.73

*Documentary fee. A document service fee is not an official fee. A documentary fee is not required by law but may be charged to buyers for handling documents and performing services related to closing of a sale. The base documentary fee beginning January 1, 2020 is \$300.00. The maximum amount that may be charged for a documentary fee is the base documentary fee of \$300.00 which shall be subject to an annual rate adjustment equal to the percentage of change in the Bureau of Labor Statistics Consumer Price Index. This notice is required by law. The doc fee for 2020 is \$300.00. Int

\$ 300 00

USED CAR TRADE-IN AND/OR OTHER CREDITS	STATE AND LOCAL TAXES	\$ Exempt	
MAKE OF TRADE-IN	LICENSE AND/OR REGISTRATION FEES TYPE <u>B</u>	301	00
YEAR MODEL BODY	TOTAL PRICE OF UNIT	\$ 25350.73	
MVI OR SERIAL NO.	BALANCE OWED ON TRADE-IN		
BALANCE OWED TO	TOTAL DUE	25350.	73
ADDRESS	DEPOSIT RECEIVED Date	\$	\$
LICENSE# STICKER#	ADDITIONAL DEPOSIT DUE	\$	\$
LICENSE EXPIRATION DATE			
ODOMETER READING (Used)			
USED CAR TRADE-IN AND/OR OTHER CREDITS	FACTORY SPECIAL ORDER. DEPOSIT IS NOT REFUNDABLE		
MAKE OF TRADE-IN	Customer Init _____		
YEAR MODEL BODY	CASH SALE PRICE OF DESCRIBED MOTOR VEHICLE	\$ 25350	73
MVI OR SERIAL NO.	PROTECTION PACKAGE		
BALANCE OWED TO			
ADDRESS			
LICENSE# STICKER#	STATE AND LOCAL TAXES		
LICENSE EXPIRATION DATE	ESP /YR. MILES	\$	\$
ODOMETER READING (Used)	UNPAID CASH BALANCE DUE ON DELIVERY	\$	\$

ILLINOIS NOTICE REGARDING USED VEHICLES:

The following applies only if the vehicle is a used vehicle and is not an antique vehicle as defined in the Illinois Vehicle Code, or a collector motor vehicle and does not apply to a vehicle with more than 150,000 miles at the time of sale.

Illinois law requires that this vehicle will be free of a defect in a power train component for 15 days or 500 miles after delivery, whichever is earlier, except with regard to particular defects disclosed on the first page of this agreement. "Power train component" means the engine block, head, all internal engine parts, oil pan and gaskets, water pump, intake manifold, transmission, and all internal transmission parts, torque converter, drive shaft, universal joints, rear axle and all rear axle internal parts, and rear wheel bearings. You (the customer) will have to pay up to \$100 for each of the first 2 repairs if the warranty is violated.

Attention the consumer: sign here only if the Seller has told you that this vehicle has the following problem or problems and you agree to buy the vehicle on those terms:

1 _____ Buyer Signature _____ Date _____

2 _____ Buyer Signature _____ Date _____

3 _____ Buyer Signature _____ Date _____

I OR WE APPROVE AND ACCEPT THE ABOVE ITEMS _____
JOE COTTON FORD BY: _____

From: Zerrudo, Maria <zerrudom@cod.edu>
Sent: Thu Mar 25 09:00:31 CDT 2021
To: invoicing@cod.edu
CC:
Subject: FW: ACH or Check Payment

From: Sekerka, Joyce <sekerkaj@cod.edu>
Sent: Thursday, March 25, 2021 9:00 AM
To: Zerrudo, Maria <zerrudom@cod.edu>
Subject: FW: ACH or Check Payment

FYI...See Scott's e-mail below regarding the Ford payment.

Joyce Sekerka
Accounts Payable Supervisor
College of DuPage
425 Fawell Blvd.
Glen Ellyn, IL 60137-6599
630-942-2293
Email: sekerkaj@cod.edu

From: Brady, Scott <bradys310@cod.edu>
Sent: Thursday, March 25, 2021 8:56 AM
To: Sekerka, Joyce <sekerkaj@cod.edu>; Refakes, Eugene <refakese@cod.edu>
Cc: Ditchfield, David <ditchf@cod.edu>; Roberts, Ellen <roberts@cod.edu>
Subject: RE: ACH or Check Payment

Joyce,

It's under \$25,000 so does not need BOT approval. But do put it on next month's over \$15,000 listing. Thanks, Scott

Scott L. Brady, CPA
Interim Chief Financial Officer
College of DuPage
425 Fawell Blvd.
SRC 2130L
Glen Ellyn, IL 60137-6599
Direct: 630.942.2219
Email: bradys310@cod.edu



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From: Sekerka, Joyce <sekerkaj@cod.edu>
Sent: Thursday, March 25, 2021 8:55 AM
To: Brady, Scott <bradys310@cod.edu>; Refakes, Eugene <refakese@cod.edu>
Cc: Ditchfield, David <ditchf@cod.edu>; Roberts, Ellen <roberts@cod.edu>
Subject: RE: ACH or Check Payment

Good Morning,

Ellen,
PO372838 is for \$24,375.70 and does not have a BOT approval. Do we still need to have the Board Approval to release the payment?

Thanks,
Joyce

Joyce Sekerka
Accounts Payable Supervisor
College of DuPage
425 Fawell Blvd.
Glen Ellyn, IL 60137-6599
630-942-2293
Email: sekerkaj@cod.edu

From: Brady, Scott <bradys310@cod.edu>
Sent: Wednesday, March 24, 2021 3:36 PM
To: Sekerka, Joyce <sekerkaj@cod.edu>; Refakes, Eugene <refakese@cod.edu>
Cc: Ditchfield, David <ditchf@cod.edu>; Roberts, Ellen <roberts@cod.edu>
Subject: FW: ACH or Check Payment
Importance: High

Joyce / Eugene,

Please provide Dave Ditchfield with a manual check for the attached invoice in order to purchase the vehicle they need. I approve this manual check. Dave, please let Joyce / Eugene know the date parameters etc.. One of them will make sure the check is printed for you to take to the dealership. Thanks, Scott

Scott L. Brady, CPA
Interim Chief Financial Officer
College of DuPage
425 Fawell Blvd.
SRC 2130L
Glen Ellyn, IL 60137-6599
Direct: 630.942.2219
Email: bradys310@cod.edu



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From: Roberts, Ellen <roberts@cod.edu>
Sent: Wednesday, March 24, 2021 3:22 PM
To: Brady, Scott <bradys310@cod.edu>
Subject: FW: ACH or Check Payment
Importance: High

Scott,

Please advise the process for this type of payment. I'm sure we've had this situation previously, as most dealerships want payment upfront.

Thank you,

Ellen

Ellen M. Roberts
Interim Vice President, Administrative Affairs
College of DuPage
425 Fawell Blvd.
Glen Ellyn, IL 60137
roberts@cod.edu
630-942-2218

From: Castellanos, Susan <castellanoss1510@cod.edu>
Sent: Wednesday, March 24, 2021 1:16 PM
To: Roberts, Ellen <roberts@cod.edu>
Subject: FW: ACH or Check Payment
Importance: High

FYI

From: Ditchfield, David <ditchf@cod.edu>
Sent: Wednesday, March 24, 2021 12:22 PM
To: Invoicing <invoicing@cod.edu>
Cc: Castellanos, Susan <castellanoss1510@cod.edu>
Subject: ACH or Check Payment

Good afternoon,

I am purchasing a vehicle and it is ready for pick up. However, the vehicle will not be released until payment is received by vendor. Is it possible to process attached payment to enable delivery?

David Ditchfield
Ext. 4220



College of DuPage