

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1468110

Vendor Name: Breakthru Beverage Illinois, L

Invoice Number: 339748541

Invoice Date: 06/03/21

PO Number: P0374263

Check Number: 0282618

Check Amount: \$ 1,054.80

Check Date: 06/29/2021

Department ID: 11999

Reviewer Name:

Voucher Number: V0688624

Redaction Type: None

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

Document Below

From: Zerrudo, Maria <zerrudom@cod.edu>
Sent: Mon Jun 28 11:23:27 CDT 2021
To: invoicing@cod.edu
CC:
Subject: FW: Manual Checks 06-30-21 Email 1 of 3

From: Sekerka, Joyce <sekerkaj@cod.edu>
Sent: Monday, June 28, 2021 7:57 AM
To: Barrios, Isabel <barriosi142@cod.edu>; Zerrudo, Maria <zerrudom@cod.edu>
Subject: FW: Manual Checks 06-30-21 Email 1 of 3

Another round of approved payments this week from Ellen Roberts. Please make sure all are added to the check listing.

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: Roberts, Ellen <roberts@cod.edu>
Sent: Monday, June 28, 2021 7:38 AM
To: Humphrey, Vera <humphreyv@cod.edu>; Sekerka, Joyce <sekerkaj@cod.edu>; McGowan, Ellen <mcgowan@cod.edu>
Subject: RE: Manual Checks 06-30-21 Email 1 of 3

Good morning,

Attached please find the approval for manual checks.

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: Humphrey, Vera <humphreyv@cod.edu>
Sent: Saturday, June 26, 2021 8:40 AM
To: Roberts, Ellen <roberts@cod.edu>
Cc: Sekerka, Joyce <sekerkaj@cod.edu>; McGowan, Ellen <mcgowan@cod.edu>

Subject: FW: Manual Checks 06-30-21 Email 1 of 3

Importance: High

Hi Ellen,

For your approval. Please see email below.

Thank you.

Vera Humphrey

x

From: McGowan, Ellen <mcgowan@cod.edu>

Sent: Friday, June 25, 2021 4:17 PM

To: Humphrey, Vera <humphreyv@cod.edu>

Cc: Sekerka, Joyce <sekerkaj@cod.edu>; Accounts Payable <acctpay@cod.edu>

Subject: Manual Checks 06-30-21 Email 1 of 3

Importance: High

Vera,

Please ask Ellen R to approve the attached invoices for payment via manual check on 06-30-21. Forward to Payables after her approval.

These vendors cannot wait until July 15 for payment. One is for alcohol which must be paid by 07/03/21, and the other vendors related to the Frida Gift Shop are waiting for payment.

Tesoros invoices can be combined into one check.

Both checks can be mailed.

Thank you.

Ellen McGowan

Business Manager

McAninch Arts Center

College of DuPage

425 Fawell Boulevard

Glen Ellyn, IL 60137

Phone 630.942.3009

Fax 630.942.3002

[attachment: Breakthru Beverage Illinois Inv 339748541 1054.80 06-03-21.pdf]



Breakthru Beverage Illinois, LLC
PO BOX 809180
CHICAGO, IL 60680

Phone: (708) 298-3000 Fax: (708) 298-3586
www.breakthrubev.com

INVOICE

Customer Remittance Copy

We have implemented a 48-hour delivery window in the Chicago-Metro area. Meaning, any order processed by the end-of-day close will be guaranteed to ship within a 48-hour timeframe, during our scheduled delivery days. Please note, this schedule will only be for Chicago-Metro accounts.

Invoice #: 339748541

Invoice Date: 06/03/2021

Customer #: 700161450

Page 1 of 1

Terms: 30 days date of invoice

Delivery: 297059231

License: 1A0101653

Rte. 111

PO Num:

Special Inst: Please deliver in the back of the Mac bu

Due Date: 07/03/2021

0921

Exp: 08/31/2021

Chain: 920004395

Stop: 16

Returns ☐

Price Adjustments ☐

COMMUNITY COLLEGE DIST #52
COMMUNITY COLLEGE OF DUPAGE
425 FAWELL BLVD
GLEN ELLYN IL 60737
900-000-0000

FY 21

PO# 374263
1054.80
05-60-11999-5408001

Case	Btls	Item	Size	BPC	Description - Product Shipped	CS Price	CS Disc	CS Net	Cnty Tax	City Tax	Ext W/O Tax	SLP	Deal
8	9265608	187ML	24	CHILCHIS MARGARITA ORIGINAL PET		50.00	26.50	23.50	0	0	188.00	255	80091983
12	9246021	750ML	12	REGGAE RED SANGRIA		89.95	18.05	71.90	0	0	862.80	255	80017831
	9039158	EACH	999	61 LIQUOR G20_KAHLO				4.00	0	0	4.00	999	

AP VERIFIED
06/28/21 - MARIA ZERRUDO

APPROVED

By Ellen McGowan at 6:42 pm, Jun 24, 2021

APPROVED

By Ellen M. Roberts at 7:35 am, Jun 28, 2021

05-60-11999-5408001
1054.80
61 Liquor G20_KAHLO

Temp Ref #:

☐ Check

☐ MO

☐ Multiple

☐ ROA

Summary:	Cases	Bottles	Wine Gal	Net Disc	Cnty Tax	City Tax	Ext W/O Tax	Per SB0774 we are providing the following information:	LM Cases	LM Sales	TM Cases	TM Sales
SPRITS							4.00				8	188.00
N/A												
Beer/Malt							1050.80				12	862.80
Wine Under	20		38.016	428.60								
Wine Over							1054.80		0	0	20	1050.80
Totals	20		38.016	428.60								

As mandated by 235 ILCS 5/6-5, failure to remit full payment for this invoice within 30 days of the date of invoice or date of delivery, whichever is later, will result in your account being placed on the ILCC Delinquent List. Distributors are prohibited from selling wine or spirits to retailers on the Delinquent List. Should you believe there is a bona fide dispute reflected in this invoice, please immediately contact our credit department. If your account is placed on the ILCC Delinquent List, and we refer your account for collection by an attorney who is not our employee, the Total Amount Due will also include, to the extent permitted by applicable law, our actual collection costs, including court costs and reasonable attorney fees.

SIGNATURE

Required on all pages:

Date:

Pay this amount 1,054.80

Due Date: 07/03/2021

NOTICE OF FINANCE CHARGE: If this notice is not paid within 30 days of invoice date, a one and one half percent (1.5%) per month, compounded, finance charge will be added to the invoice Total Amount Due. The Total Amount Due, including finance charge and collection costs, including court costs and reasonable attorney's fees must be paid before a retailer will be considered not-delinquent and removed from the ILCC Delinquency List. BREAKAGE: Breakage or shortage must be reported at the time of delivery. PRICES: Prices are subject to change without notice. TAXES: Payment of Federal and Illinois Liquor Tax are made by vendor issuing this invoice.

MEMO TO: Dr. Brian Caputo

FROM: Ellen McGowan
Business Manager, Arts Center

DATE: May 19, 2021

SUBJECT: Approval for MAC Alcohol Purchase

Dr. Caputo,

The MAC must have the President's permission to sell alcoholic products, based on College Policy 3.24 Alcohol-Free Campus. This policy states:

Sale and Service of Alcoholic Beverages. As a general policy, alcohol shall not be sold or served on Campus, unless otherwise specifically authorized by the Board or the President and in accordance with all local and state liquor laws, including the Illinois Liquor Control Act of 1934, 235 ILCS 5/1-1 et seq., and licenses. The President and his/her designee are authorized to promulgate Administrative Procedures for the submission, consideration, and approval of requests for exceptions to the general prohibition of alcohol on Campus, and for the delivery, sale and/or service of alcohol on Campus.

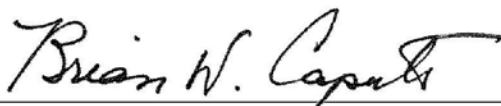
As College of DuPage has a State of Illinois liquor license to sell alcohol at events, the MAC needs to move forward with sales of alcohol at all MAC events for the remaining of Fiscal Year 2021 and Fiscal Year 2022. This revenue will be approximately \$17,000 in FY21 and 72,000 in FY22 with a combined product cost of around \$12,000 from a variety of vendors, including Breakthru, Euclid, Superior Beverage, Southern Wine and Spirits, and a few others. No one vendor alone is \$25,000 or more; therefore, Board approval is not required.

There are blanket orders and individual invoices that must be paid for which Ellen Roberts requests you sign off. The MAC requests that you give us a 'blanket permission' to sell, serve and pay for all invoices of alcohol purchases at the MAC for FY21 and FY22. The MAC will then attach this document to all future purchase/blanket orders and invoices.

Thank you for your approval.

Ellen McGowan

I authorize the MAC to sell/serve alcohol products at all MAC events for the remaining of Fiscal Year 2021 and Fiscal Year 2022 under the State of Illinois liquor license issued to College of DuPage.



5/20/21

Dr. Brian Caputo
President, College of DuPage

Date