

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1406804  
Vendor Name: R.S. MEANS COMPANY LLC  
Invoice Number: INVUS30133  
Invoice Date: 12/19/2024  
PO Number: P0014592  
Check Number: 0333555  
Check Amount: \$ 374.00  
Check Date: 01/07/2025  
Voucher Number: V0864398  
Document Type: AP Invoice

Document Below

# RSMeans data

from **GORDIAN**<sup>®</sup>

# Invoice

#INVUS30133

R.S.Means Company, LLC  
30 Patewood Drive  
Bldg 2; Suite 350  
Greenville SC 29615  
United States  
TIN: 58-1900371

**Customer :** College OF Dupage Library

**Bill To**

425 FAWELL BLVD  
Glen Ellyn IL 60137  
United States

Please note remittance address  
at bottom of invoice. Vendor let me know that  
we are mailing checks to the incorrect address.  
1/6/25 PO # 14592

**Ship To**

425 FAWELL BLVD  
Glen Ellyn IL 60137  
United States

**Order: #SOUS26028**

**Date: 12/19/2024**

Due Date	Payment Terms	Customer Number	PO Number	Sales Associate
1/18/2025	Net 30	ORG208850	P0014592	Cuff, Amy

Qty	Item	Sales Description	List Price	Discount	Total Amount
1	600925	2025 Interior Costs Book	\$440.00	15%	\$374.00

<b>Subtotal</b>	\$374.00
<b>Tax Total</b>	\$0.00
<b>Shipping Total</b>	\$0.00
<b>Total</b>	\$374.00
<b>Amount Due</b>	<b>\$374.00</b>

**REMITTANCE INFORMATION**

RSMeans accepts all credit card types, to make credit card payments please call 1-800-448-8182. For any questions regarding your invoicing and to send remittances please email [rsmeansar@gordian.com](mailto:rsmeansar@gordian.com)

**Pay via ACH:**

Account # 8188795428  
Routing # 071000039

**Pay by Check:**

R S MEANS COMPANY LLC  
P.O. BOX 74008495  
CHICAGO, IL 60674-8495

Please include remittance details with your check or send details to: [rsmeansar@gordian.com](mailto:rsmeansar@gordian.com).

**RETURN POLICY**

Gordian is unable to provide refunds for any RSMeans Data Online products, ebooks, or CDs. If you decide to return or exchange an RSMeans Databook, you may do so within 30 days to:

Meyer  
Attn: RSMeans Returns  
255 Long Beach Blvd., Dock E10  
Stratford CT 06615

Please include a copy of your packing slip or invoice. For complete details regarding returns please go to <https://www.rsmeans.com/info/help/shipping-options>

**From:** [Brady, Scott](#)  
**To:** [McIntosh, Jennifer](#)  
**Cc:** [Hunnicut, Marianne](#); [Stock, Lisa](#)  
**Subject:** RE: Vendor Invoicing Procedures  
**Date:** Thursday, January 7, 2021 2:57:04 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)

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Hello Jennifer,

First off I do appreciate the time and thought you put into your email. I've added your concerns to a discussion we will be having with the Provost and Lisa Stock tomorrow afternoon. In the meantime, if you have invoices which are coming due, please send them onto Accounts Payable and let them know I approved them to come in that way while we work this all out. 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](mailto:bradys310@cod.edu)



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**From:** McIntosh, Jennifer <[mcintoshj144@cod.edu](mailto:mcintoshj144@cod.edu)>  
**Sent:** Thursday, January 7, 2021 10:41 AM  
**To:** Brady, Scott <[bradys310@cod.edu](mailto:bradys310@cod.edu)>  
**Cc:** Hunnicutt, Marianne <[hunnicut@cod.edu](mailto:hunnicut@cod.edu)>; Stock, Lisa <[stockl@cod.edu](mailto:stockl@cod.edu)>  
**Subject:** RE: Vendor Invoicing Procedures

Hi Scott,

Happy New Year—hope you had a restorative break.

I'm working through the implications of the procedural change you announced just before break with the Library acquisitions team. As procurement is an embedded, core function of the Library (ordering, receiving, and creating a controlled inventory of physical and virtual items), having vendors submit invoices to AP directly without our acquisitions team receiving/reviewing them first creates a number of problems. I'm hoping you may consider making an exception to this policy for

"Miller, Larisa" <millerl@cod.edu>

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**PO # 14592 R S Means Invoice INVUS30133**

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"Miller, Larisa" <millerl@cod.edu>

Mon, Jan 6, 2025 at 09:04 PM UTC

CC:

BCC:

PO # 14592 R S Means Invoice INVUS30133 Please see mail check to remittance address at the bottom of the invoice.

**Larisa Miller**

Supervisor – Acquisitions

College of DuPage Library

425 Fawell Blvd.

SRC 2034

Glen Ellyn, IL 60137

630.942.3664

[millerl@cod.edu](mailto:millerl@cod.edu)

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**1 attachment**

rs means invoice INVUS30133.pdf