

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1552289
Vendor Name: Scenario Learning, LLC
Invoice Number: 1508
Invoice Date: 05/17/18
PO Number: P0358420
Check Number: 0237260
Check Amount: \$ 8,200.00
Check Date: 07/11/2018
Department ID: 00466
Reviewer Name: None
Voucher Number: V0516640
Redaction Type: None
Document Type: AP Invoice

Document Below

From: navai278@cod.edu
Sent: Wed Jun 13 12:31:06 CDT 2018
To: invoicing@cod.edu,acctpay@cod.edu
CC: barbara.wells@vectorsolutions.com,david.stobie@vectorsolutions.com
Subject: PO reference Request.

Please reference PO 358420 for payment of \$8,200 (2018-2019 academic year).

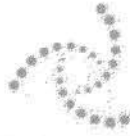
Regards,

ileana

Ileana Nava
Administrative Assistant
Dean of Students' Office
College of DuPage
425 Fawell Blvd. | SSC 3232 | Glen Ellyn, IL 60137
Phone: 630.942.2485 | navai278@cod.edu



APPROVED
06/28/18 - SUSAN JERAK



NFORMD.NET

INVOICE

BILL TO

Susan Jerak
College of DuPage
425 Fawell Blvd
Glen Ellyn, IL 60137

INVOICE # 1508**DATE 05/17/2018****DUE DATE 06/16/2018****P.O #**

2018-2019

APPROVED
06/28/18 - SUSAN JERAK

PROGRAM**QTY****AMOUNT**

Not Anymore online violence prevention program for 2018-2019 academic year

1

8,200.00

Fee Includes: Custom Setup, Contracted student viewing for all faculty, staff, administrator and parents through licensing agreement, Program Videos, Testing & Reporting; Follow-Up Contacts; Toolkit

BALANCE DUE**\$8,200.00**

Please make your check payable to Vector Solutions (formerly NFORMD.NET/Student Success)

Please mail your payment to:

Vector Solutions - Student Success
Attn: Ryan Blust
Vector Solutions
4890 West Kennedy Blvd, Suite 300
Tampa, FL 33609

If you have any questions concerning this invoice or your payment, please contact David Stobie at Student Success at 314-495-7241 or David.Stobie@StudentSuccess.org.

Thank you again for your commitment to positive social change on our college campuses!

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:

1552289
Scenario Learning, LLC
4890 W Kennedy Blvd
Ste 300
Tampa, FL 33609
Attn: David Stobie

Phone: 314-495-7241
Fax:

PURCHASE ORDER

358420

Page: 1

Release Method: Hard Copy

Release Date: 06/13/2018

Created Date: 06/13/2018

Ship To:

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

Purchasing, Manager

Phone: 630-942-2238

Fax: 630-942-2417

Deliver To: Susan Jerak, SSC 3232

PO Created By: Castellanos, Susan

Purchase Order Comments:

Invoice #1508

Requisition Number(s): 667034

Requisitioner Name(s): Ileana Nava

APPROVED
06/28/18 - SUSAN JERAK

#	Vendor Item	QTY	UOM	Description	Unit Price	Total Price
1		1	Each	Not Anymore Online Violence Prevention Program	\$8,200.00	\$8,200.00
Deliver To: Susan Jerak, SSC 3232						
2		1	Each	For 2018-2019	\$0.00	\$0.00
Deliver To: Susan Jerak, SSC 3232						
3		1	Each	Invoice 1508 Dated 05.17.2018 Due Date 06.16.2018	\$0.00	\$0.00
Deliver To: Susan Jerak, SSC 3232						
4		1	Each	Licensing Period May 1, 2016 to May 31, 2019	\$0.00	\$0.00
Deliver To: Susan Jerak, SSC 3232						

Sub Total: \$ 8,200.00

Total: \$ 8,200.00

Account Code Summary

Account Code	Account Description	Amount
01-30-00466-5302001		\$8,200.00

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

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

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

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

358420

Page: 2**Release Method:** Hard Copy**Release Date:** 06/13/2018**Created Date:** 06/13/2018**APPROVED****06/28/18 - SUSAN JERAK**