

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1556826

Vendor Name: A&M Hardware Inc

Invoice Number: 134945

Invoice Date:

PO Number: B0359603

Check Number: 0237782

Check Amount: \$ 282.47

Check Date: 08/08/2018

Department ID: 36825

Reviewer Name:

Voucher Number: V0522723

Redaction Type: None

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

Document Below

1556826

08/08/2018

0237782

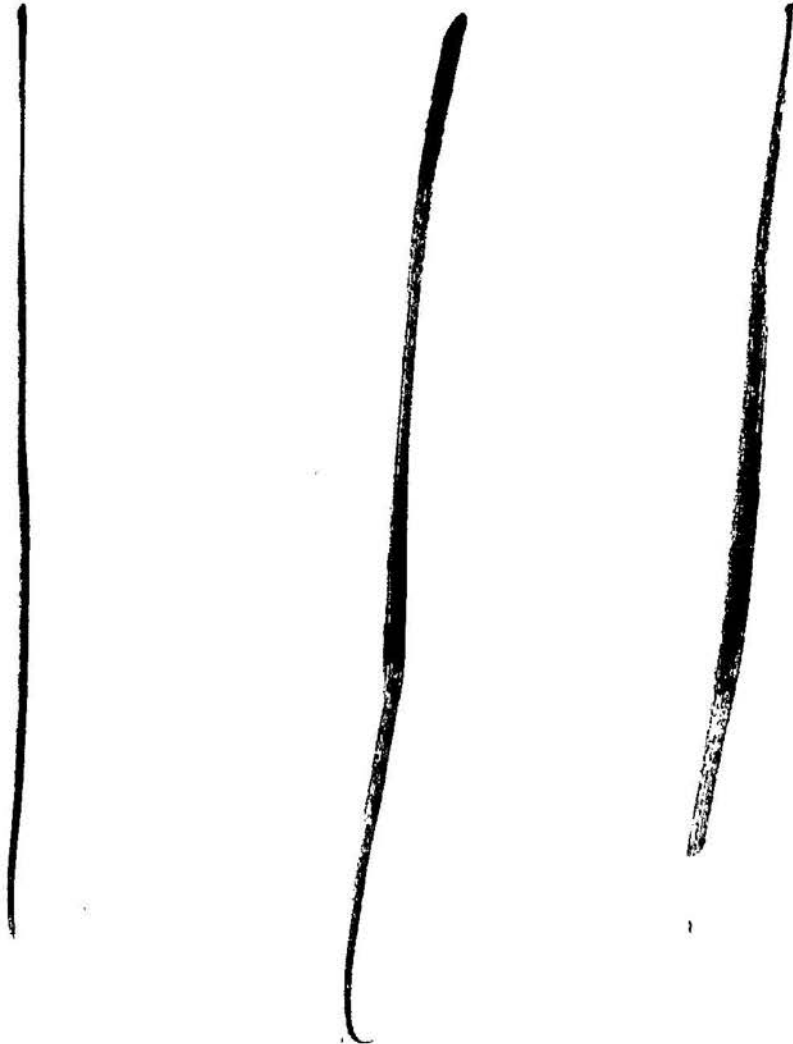
134945

V0522723

Supplies

0390368255805001

282.47



282.47

0237782

PAY ONLY TWO HUNDRED EIGHTY TWO AND 47/100 DOLLARS

08/08/2018

\$\*\*\*\*\*282.47

A&M Hardware Inc  
1165 Strickler Rd  
Mount Joy PA 17552  
UNITED STATES OF AMERICA

**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:**

1556826  
A&M Hardware Inc  
1165 Strickler Rd  
Mount Joy, PA 17552

Attn: Jared Ingold  
Phone: 888-647-0200  
Fax:



Check  
Enclosed

✓ 582723

**PURCHASE ORDER**

359603

Page: 1

Release Method: Hard Copy

Release Date: 08/07/2018

Created Date: 08/07/2018

**Ship To:**

BLANKET PO  
425 Fawell Blvd.  
Glen Ellyn, IL 60137

Purchasing, Manager

Phone: 630-942-2378

Fax:

Deliver To: Garcia, Glenda

PO Created By: Towne, Jordan

**Purchase Order Comments:**

Requisition Number(s): 668424

Requisitioner Name(s): Glenda Garcia

#	Vendor Item	QTY	UOM	Description	Unit Price	Total Price
1		1	Each	12 brackets item US21X21GRAY	\$282.47	\$282.47
Deliver To: Garcia, Glenda						
Sub Total: \$						282.47
Total: \$						282.47

Account Code Summary		
Account Code	Account Description	Amount
03-90-36825-5805001		\$282.47

**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](mailto:invoicing@cod.edu). Questions about payment status or other inquiries, please email [acctpay@cod.edu](mailto: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](mailto: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

**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

payroll records for all workers and sub-contractors utilized for the project.

**PURCHASE ORDER**

359603

Page: 2

Release Method: Hard Copy

Release Date: 08/07/2018

Created Date: 08/07/2018

**A & M HARDWARE, INC.**

1165 STRICKLER ROAD  
MOUNT JOY, PA 17552  
888-647-0200

**Invoice**

DATE	INVOICE #
8/6/2018	134945

BILL TO
COLLEGE OF DUPAGE 425 FAWELL BLVD GLEN ELLYN, IL 60137

SHIP TO
COLLEGE OF DUPAGE 425 FAWELL BLVD GLEN ELLYN, IL 60137

P.O. NO.	TERMS	SHIP VIA	ACCOUNT
SRC2000 CONT...	PREPAID	UPS	COL60137

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
US21X21GRAY	21 X 21 BRACKET - GRAY - MADE IN USA 2 BOXES	12	19.00	228.00
FREIGHT	SHIPPING CHARGE	1	54.47	54.47
<b>ALUMINUM BRACKETS NOW AVAILABLE IN ALL STANDARD SIZES</b>			<b>Total</b>	\$282.47



## Humphrey, Vera

**From:** Garcia, Glenda  
**Sent:** Tuesday, August 7, 2018 4:18 PM  
**To:** Humphrey, Vera  
**Cc:** Inman, Donald  
**Subject:** Here you go

**Vera,**  
**Let me know when Brian approves. It is now in Purchasing.....**

=====

### Cart/Requisition View

Cart/Requisition Number:	<b>668424</b>	Vendor Name:	<u>A&amp;M Hardware Inc</u>
Cart/Requisition Name:	BO -Mail MANUAL CHECK to A&M to Hardware Inc	Created:	8/6/2018 2:28:13 PM
Cart/Requisition Justification:	SRC 2000 - Brackets Invoice #134945 /Project #36825	Submitted:	8/6/2018 4:23:31 PM
Ship To Location:	BLANKET PO	Credit Card:	N/A
Needed By (mm/dd/yyyy):	8/6/2018	Confirming Request:	No
Notes & Attachments:	 		

Line Number	Product Number	Product Description	Qty	Total (\$)	Account #	% Split	\$ Split	Fiscal Date	Notes & Atts	Next Approver / Status	PO #	Rel Date	Deliver To
1		12 brackets item US21X21GRAY ( <a href="#">more info</a> )	1	282.47	03-90-36825-5805001	100	282.47	8/06/2018		<a href="#">Jacoby Radford</a>	N/A	N/A	Garcia, Glenda

**Total: 282.47**

*Glenda*

Glenda Garcia | Administrative Assistant  
Facilities Operations  
College of DuPage  
425 Fawell Blvd. | CMC 1000 | Glen Ellyn, IL 60137-6599  
Phone (630) 942-2314 | Fax (630) 942-2136 [garcia@cod.edu](mailto:garcia@cod.edu)

*"Don't allow anybody to make you feel like you are nobody"*  
Dr. Martin Luther King, Jr.

*"You must be the change you want to see in the world"*  
Mahatma Gandhi

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1556826  
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Invoice Number: 134945  
Invoice Date: 08/06/18  
PO Number: B0359603  
Check Number: 0237782  
Check Amount: \$ 282.47  
Check Date: 08/08/2018  
Department ID: 36825  
Reviewer Name:  
Voucher Number: V0522723  
Redaction Type: None  
Document Type: AP Invoice-3 Way/Pre-Approved

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Glen Ellyn, IL 60137

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

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Attn: Jared Ingold

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Check  
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425 Fawell Blvd.  
Glen Ellyn, IL 60137

Purchasing, Manager

Phone: 630-942-2378

Fax:

Deliver To: Garcia, Glenda

*Manual Check*

*X Brian N. Caputo*

PO Created By: Towne, Jordan

Purchase Order Comments:

**AP VERIFIED**

**08/08/18 - MARIA ZERRUDO**

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Requisitioner Name(s): Glenda Garcia

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Deliver To: Garcia, Glenda

Sub Total: \$ 282.47

Total: \$ 282.47

**Account Code Summary**

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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](mailto: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.
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Page: 2

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**A & M HARDWARE, INC.**

1165 STRICKLER ROAD  
MOUNT JOY, PA 17552  
888-647-0200

**Invoice**

DATE	INVOICE #
8/6/2018	134945

**BILL TO**

COLLEGE OF DUPAGE  
425 FAWELL BLVD  
GLEN ELLYN, IL 60137

**SHIP TO**

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425 FAWELL BLVD  
GLEN ELLYN, IL 60137

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SRC2000 CONT...	PREPAID	UPS	COL60137

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Facilities Operations  
College of DuPage  
425 Fawell Blvd. | CMC 1000 | Glen Ellyn, IL 60137-6599  
Phone (630) 942-2314 | Fax (630) 942-2136 [garciag@cod.edu](mailto:garciag@cod.edu)

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Mahatma Gandhi