

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1582374  
Vendor Name: CRA International Inc  
Invoice Number: 1048144  
Invoice Date: 11/05/19  
PO Number: B0365881  
Check Number: E0080091  
Check Amount: \$ 50,716.00  
Check Date: 05/13/2020  
Department ID: 16765  
Reviewer Name:  
Voucher Number: V0622408  
Redaction Type: None  
Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

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From: zerrudom@cod.edu  
Sent: Tue May 12 10:55:35 CDT 2020  
To: invoicing@cod.edu  
CC:  
Subject: FW: COD/CRA Coordination Call - Privileged and Confidential  
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**From:** Trost, Nicole  
**Sent:** Tuesday, May 12, 2020 10:54 AM  
**To:** Zerrudo, Maria <zerrudom@cod.edu>  
**Subject:** RE: COD/CRA Coordination Call - Privileged and Confidential

Yes, it is for BO#365881 for \$50,716.

I got a copy of the invoice – attached, but it is not signed.

Thank you,  
**Nicole Trost**

**From:** Zerrudo, Maria <zerrudom@cod.edu>  
**Sent:** Tuesday, May 12, 2020 10:47 AM  
**To:** Trost, Nicole <gattonen@cod.edu>  
**Subject:** FW: COD/CRA Coordination Call - Privileged and Confidential

Hi Nicole,

I am going to process this for payment and will just take care of the invoice when we go back later.

So it is for blanket, BO365881. How much is it again? Is it for \$ 52,800.00 or \$50,716.00 s stated on Donna's email dated 3/30?  
Just want to be sure of the right amount.

Thanks

**Marivic Zerrudo**  
Accounts Payable Team Leader  
**College of DuPage**  
425 Fawell Blvd | SRC 2132 | Glen Ellyn, IL 60137-6599  
phone 630-942-2601 | zerrudom@cod.edu

**From:** Refakes, Eugene  
**Sent:** Tuesday, May 12, 2020 9:11 AM  
**To:** Berliner, Donna <berliner@cod.edu>; Zerrudo, Maria <zerrudom@cod.edu>

**To:** Berliner, Donna <berliner@cod.edu>; Zerrudo, Maria <zerrudom@cod.edu>  
**Cc:** Roberts, Ellen <roberts@cod.edu>; Humphrey, Vera <humphreyv@cod.edu>  
**Subject:** RE: COD/CRA Coordination Call - Privileged and Confidential

Donna,

We will track this down and get it paid. I would expect the invoice is in Perceptive and ended up somewhere in the queues. In any case, yes, since this is a blanket we'll use this email as authority to pay and receipt.

Thanks,

**Eugene Refakes**

*Manager, Financial Operations and Systems*

*Financial Affairs*

*College of DuPage*

Phone | (630)942-3263 | E-Mail | refakese@cod.edu

**From:** Berliner, Donna <berliner@cod.edu>

**Sent:** Tuesday, May 12, 2020 7:52 AM

**To:** Trost, Nicole <gattonen@cod.edu>

**Cc:** Roberts, Ellen <roberts@cod.edu>; Refakes, Eugene <refakese@cod.edu>; Humphrey, Vera <humphreyv@cod.edu>

**Subject:** FW: COD/CRA Coordination Call - Privileged and Confidential

**Importance:** High

Nicole – please work with Eugene to get this invoice paid.

The PO (B0365881 - \$52,800) was created back in August 2019.

I signed and approved the original invoice in November 2019.

Below is an email exchange from March when I tried to track this payment down.

The vendor reached out again (last week) requesting payment.

**From:** Berliner, Donna

**Sent:** Friday, March 20, 2020 8:15 AM

**To:** Roberts, Ellen <roberts@cod.edu>; Refakes, Eugene <refakese@cod.edu>

**Cc:** Humphrey, Vera <humphreyv@cod.edu>

**Subject:** FW: COD/CRA Coordination Call - Privileged and Confidential

**Importance:** High

Ellen – I remember signing the invoice and forwarding to AP for payment (back in November).

There is a purchase order (B0365881) with \$52,800 that should be used.....it has NOT had any payments taken yet, so CRA is correct that they have not been paid.

Eugene - Can this email serve as my approval to pay the attached invoice (\$50,716) using B0365881?

**From:** Roberts, Ellen <roberts@cod.edu>

**Sent:** Thursday, March 19, 2020 4:55 PM

**To:** Berliner, Donna <berliner@cod.edu>

**Cc:** Humphrey, Vera <humphreyv@cod.edu>

**Subject:** FW: COD/CRA Coordination Call - Privileged and Confidential

Good afternoon, Donna –

I thought you had paid this one? Please advise.

Thank you,

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:** Robinson, Cuyler <CRobinson@crai.com>  
**Sent:** Thursday, March 19, 2020 4:19 PM  
**To:** Kulig, Richard <kuligr@cod.edu>; Martin Tully <martin.tully@actuatelaw.com>  
**Cc:** Berliner, Donna <berliner@cod.edu>; Roberts, Ellen <roberts@cod.edu>; Kness, John <knessj@cod.edu>; Visser, Frank <FVisser@crai.com>  
**Subject:** Re: COD/CRA Coordination Call - Privileged and Confidential

Dear all,

I hope you are well as can be. Our accounting department asked that I follow up on the attached invoice. We haven't received payment and it is 135 days outstanding. Can you please let us know status? Many thanks.

**Cuyler Robinson, CISSP, CIPT, GCFA**  
Vice President, Forensic Services

Charles River Associates  
One South Wacker Drive  
34th Floor  
Chicago, IL 60606

+1-312-619-3394 direct  
+1-773-960-7589 mobile  
crobinson@crai.com  
LinkedIn | cuylerrobinson

*CRA's Forensic Services Practice has been certified under International Organization for Standardization (ISO) 27001:2013 requirements for information security. CRA also maintains private investigator licenses in multiple jurisdictions, as listed on our website ([www.crai.com](http://www.crai.com)).*

**From:** "Robinson, Cuyler" <CRobinson@crai.com>  
**Date:** Monday, December 16, 2019 at 1:57 PM  
**To:** "Visser, Frank" <FVisser@crai.com>, "Kulig, Richard" <kuligr@cod.edu>, Martin Tully <martin.tully@actuatelaw.com>  
**Cc:** "Berliner, Donna" <berliner@cod.edu>, "Roberts, Ellen" <roberts@cod.edu>, "Kness, John" <knessj@cod.edu>  
**Subject:** Re: COD/CRA Coordination Call - Privileged and Confidential

Dear all,

CRA wanted to check in on this matter and see if any other assistance was needed. Please let us know otherwise we will plan on closing this file and confirming data disposition details with counsel. Thanks and best regards.

Cuyler

**Cuyler Robinson, CISSP, CIPT, GCFA**

Vice President, Forensic Services

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One South Wacker Drive  
34th Floor  
Chicago, IL 60606

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+1-773-960-7589 mobile  
crobinson@crai.com  
LinkedIn | cuylerrobinson

*CRA's Forensic Services Practice has been certified under International Organization for Standardization (ISO) 27001:2013 requirements for information security. CRA also maintains private investigator licenses in multiple jurisdictions, as listed on our website (www.crai.com).*

**From:** "Visser, Frank" <FVisser@crai.com>

**Date:** Tuesday, October 29, 2019 at 9:06 PM

**To:** "Kulig, Richard" <kuligr@cod.edu>

**Cc:** "Berliner, Donna" <berliner@cod.edu>, "Roberts, Ellen" <roberts@cod.edu>, "Kness, John" <knessj@cod.edu>, Martin Tully <martin.tully@actuatelaw.com>, "Robinson, Cuyler" <CRobinson@crai.com>

**Subject:** Re: COD/CRA Coordination Call - Privileged and Confidential

Thank you, Rich. The devices should be delivered tomorrow morning, Fedex # 7768 4789 1353

Kind regards,

Frank

**From:** "Kulig, Richard" <kuligr@cod.edu>

**Date:** Tuesday, October 29, 2019 at 12:52 PM

**To:** "Visser, Frank" <FVisser@crai.com>

**Cc:** "Berliner, Donna" <berliner@cod.edu>, "Roberts, Ellen" <roberts@cod.edu>, "Kness, John" <knessj@cod.edu>, Martin Tully <martin.tully@actuatelaw.com>, "Robinson, Cuyler" <CRobinson@crai.com>

**Subject:** RE: COD/CRA Coordination Call - Privileged and Confidential

Yes, return them to the below address with me as the contact.

**From:** Visser, Frank <FVisser@crai.com>

**Sent:** Tuesday, October 29, 2019 11:49 AM

**To:** Kulig, Richard <kuligr@cod.edu>

**Cc:** Berliner, Donna <berliner@cod.edu>; Roberts, Ellen <roberts@cod.edu>; Kness, John <knessj@cod.edu>; Martin Tully <martin.tully@actuatelaw.com>; Robinson, Cuyler <CRobinson@crai.com>

**Subject:** Re: COD/CRA Coordination Call - Privileged and Confidential

Rich,

I hope you're doing well. With the report completed, we'd like to return the laptop and three USB devices to you. Would you like us to return these devices to the below address, with you as a contact, or do you have another preference for shipping?

Please let us know should you have any questions.

Kind regards,

Frank

**From:** "Kulig, Richard" <kuligr@cod.edu>

**Date:** Wednesday, June 19, 2019 at 3:01 PM

**To:** "Fisher, Geoff" <GFisher@crai.com>, "Visser, Frank" <FVisser@crai.com>

**Cc:** "Berliner, Donna" <berliner@cod.edu>, "Roberts, Ellen" <roberts@cod.edu>, "Kness, John" <knessj@cod.edu>, Martin Tully <martin.tully@actuatelaw.com>

**Subject:** RE: COD/CRA Coordination Call - Privileged and Confidential

I have the laptop boxed and ready to go. I also realized I made a mistake on the list and indicated there were 2 USB drives when there are actually 3. Everything is in the box.

The easiest way to get the box would be for the courier to go to our central warehouse dock. Since our campus is rather large and only has one address, they may want to go to our web site at [www.cod.edu](http://www.cod.edu) for maps and directions. The warehouse is located on the lower level of the Berg Instructional Center (BIC). The roadway to the dock is accessible off of College Road in between Lambert Road and Park Boulevard. Please let me know the name of the courier service so I can write it on the box. Also let me know when you expect them to pick it up so I can make sure the box is ready and in the warehouse. Once you get the box we can talk on the phone and I can give you admin credentials.

Pickup Address:  
College of DuPage  
425 Fawell Blvd.  
Glen Ellyn, Illinois 60137

*Rich Kulig*  
*Manager Network Services*  
*630-942-3984*

This electronic message and its attachments contain information from the consulting firm of Charles River Associates that may be confidential or privileged. If you are not the intended recipient we ask that you notify us immediately via reply e-mail and delete or destroy this message and any copies of it. Thank you for your cooperation.



Cuyler Robinson, CISSP, CPT  
Vice President  
Forensic Services  
312.619.3393 direct  
773.960.7589 mobile  
crobinson@crai.com

Via Email (roberts@cod.edu)

CRA No. D28358

November 5, 2019

Ms. Ellen M. Roberts  
College of DuPage  
425 Fawell Blvd.  
Glen Ellyn, IL 60137

Re: Professional Services to Actuate Law LLC on behalf of College of DuPage

Dear Ms. Roberts:

Enclosed is our billing for professional services rendered in connection with the above referenced matter for the period through September 30, 2019.

If you have any questions, please do not hesitate to contact me at 312-619-3393 or crobinson@crai.com.

Sincerely,

A handwritten signature in black ink that reads "R. Cuyler Robinson".

Enclosure

CRA No. D28358

November 5, 2019

Ms. Ellen M. Roberts  
College of DuPage  
425 Fawell Blvd.  
Glen Ellyn, IL 60137

roberts@cod.edu

**CRA Invoice Number: 1048144**

**Re: Professional Services to Actuate Law LLC on behalf of College of DuPage**

Activity Dates: through September 30, 2019

Professional Fees	50,716.00
<b>Total Invoice:</b>	<b>USD 50,716.00</b>

**Please remit payment via:**

**Wire:**

CRA International  
Account#: 1139714659  
ABA#: 011500120  
SWIFT#: CTZIUS33  
RBS Citizens Bank  
1 Citizens Dr  
Riverside, RI 02915

**ACH:**

CRA International  
Account#: 1139714659  
ABA#: 211070175  
RBS Citizens Bank  
1 Citizens Dr  
Riverside, RI 02915

**Lockbox:**

CRA International  
PO Box 845960  
Boston, MA 02284-5960

NOTE: CRA International's United States Federal Taxpayer Identification Number is 04-2372210.  
CRA International's Canadian Business Number is 860548858.

Invoices are due and payable upon receipt. CRA International, Inc. reserves the option to charge interest on invoices that are outstanding more than 30 days, at a rate equal to the lower of 1.5% per month or the maximum rate permitted under applicable law.



CRA No. D28358

November 5, 2019

Ms. Ellen M. Roberts  
College of DuPage  
425 Fawell Blvd.  
Glen Ellyn, IL 60137

roberts@cod.edu

**CRA Invoice Number: 1048144**

**Re: Professional Services to Actuate Law LLC on behalf of College of DuPage**

PROFESSIONAL SERVICES FOR THE PERIOD THROUGH SEPTEMBER 30, 2019

PROFESSIONAL FEES	<u>HOURS</u>	<u>RATE</u>	<u>AMOUNT</u>
Robinson, Cuyler	1.70	680.00	1,156.00
Fisher, Geoff	5.00	680.00	3,400.00
Visser, Frank	88.00	505.00	44,440.00
Jensen, Tyler	4.00	430.00	1,720.00
<b>TOTAL PROFESSIONAL FEES</b>	<b>98.70</b>		<b>USD 50,716.00</b>
	<b>TOTAL INVOICE</b>		<b>USD 50,716.00</b>