

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1547022
Vendor Name: Symplicity Corporation
Invoice Number: 106384
Invoice Date: 07/01/20
PO Number: P0370709
Check Number: 0272562
Check Amount: \$ 11,139.20
Check Date: 09/15/2020
Department ID: 00469
Reviewer Name: Tonia Metoyer
Voucher Number: V0640123
Redaction Type: None
Document Type: AP Invoice

Document Below



Symplicity Corporation
3003 Washington Blvd
Suite 900
Arlington, VA 22201
FEIN 36-4160472
Symplicity W9

Invoice

Invoice #	106384
Invoice Date	7/1/2020
Payment Due Date	7/31/2020

APPROVED
08/18/20 - SAMANTHA SALVATO

Bill To	PO #
ACC - College of DuPage	

Qty	Item	Period of Performance	Rate	Amount
1	Accommodate (unlimited seats)	7/1/2020 - 6/30/2021	\$7,320.04	\$7,320.04
1	Note Taker Network	7/1/2020 - 6/30/2021	\$636.53	\$636.53
1	Student Appointments/Test Room Booking	7/1/2020 - 6/30/2021	\$1,273.05	\$1,273.05
1	CAS/LDAP	7/1/2020 - 6/30/2021	\$636.53	\$636.53
1	Faculty Engagement	7/1/2020 - 6/30/2021	\$1,273.05	\$1,273.05

Subtotal	\$11,139.20
Tax Total (%)	\$0.00
USD Total	\$11,139.20
Amount Due	\$11,139.20

Payment information	Payments by check
Bank of America, FL7-513-02-02 Account #: 001453334174 Routing # for ACH Transactions: 122000661 ABA # for Wire Transactions: 026009593 SWIFT # for International Wires: BOFAUS3N	Make checks payable to: Symplicity Corporation The invoice number must be clearly displayed on your payment.
Please email vendor/ACH forms, POs and remittance advice to accounts@symplicity.com .	
The licensee is responsible for all bank charges which are incurred in the wiring or other transmissions of funds.	

From: careys272@cod.edu
Sent: Mon Aug 17 15:11:07 CDT 2020
To: invoicing@cod.edu
CC:
Subject: Symplicity Invoice

Hi,
Please see attached for payment. If additional documents are needed, please let me know.
Thanks,
Susan Carey
Administrative Assistant
Center for Access and Accommodations
College of DuPage
SSC 3249

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Effective May 1, 2019.



APPROVED

By Ellen M. Roberts at 8:27 am, Jul 28, 2020



COMPUTER EQUIPMENT/SOFTWARE

Request for
Review

Use this form to request an IT review for computer equipment and/or software. Complete steps 1-3.

1.) USER INFORMATION *(To be completed by user.)*

Name: Samantha Salvato

Title: Manager

Department: Access and Accommodations

Phone: 630-942-3305

Supervisor Approval:

Digitally signed by Samantha Salvato
Date: 2020.07.13 09:41:55 -05'00'

Date: 7/13/20

2.) REQUEST INFORMATION *(To be completed by user.)*

Provide justification for the item(s) and quantity requested. Describe the item(s) as completely as possible.

Renewal - Specialty web-based software built for disability offices to automate, simplify and track the approval and delivery of accommodations. This is a sole source item.

Initial purchase to be funded by GL account: 01-30-00469-5304004

Recurring costs to be funded by GL account: 01-30-00469-5304004

3.) SUBMIT FORM

[Click Here to Submit](#)

After completing steps 1 and 2, click the Submit button and email the form to zeitzk@cod.edu.

Step 4 will be completed and returned by IT.

4.) PURCHASE INFORMATION *(To be completed by IT.)*

In response to your request, Information Technology Services has completed the following review:

Quantity	Item Number	Item Description	Unit Price	Total
1		Accommodate (unlimited seats)	\$ 7,320.04	\$ 7,320.04
1		Note Taker Network	\$ 636.53	\$ 636.53
1		Student Appointments/Test Room Booking	\$ 1,273.05	\$ 1,273.05
1		CAS/LDAP	\$ 636.53	\$ 636.53
1		Faculty Engagement	\$ 1,273.05	\$ 1,273.05
		Invoice 106384		\$ 0.00
				\$ 0.00
			Total	\$ 11,139.20

Company Name:

Symplicity

Under \$5,000

No Additional Steps Required

IT Reviewer's Comments: *(To be completed by IT.)*

Your department needs to submit a requisition with the appropriate GL account numbers. Please make sure this form is attached to your entry before submission to Purchasing.

It is your responsibility to follow proper procurement guidelines for this acquisition. If there are any questions regarding guidelines, contact the Purchasing department at ext. 2217.

IT Reviewer: Ken Wong

Digitally signed by Ken Wong
Date: 2020.07.13 10:08:48
-05'00'

IT Manager Approval:

Digitally signed by Keith Zeitz
Date: 2020.07.13 12:32:31
-05'00'