

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1207123

Vendor Name: DuPage County

Invoice Number: 44381

Invoice Date: 06/30/21

PO Number: B0372317

Check Number: 0283816

Check Amount: \$ 2,699.71

Check Date: 08/17/2021

Department ID: 05134

Reviewer Name:

Voucher Number: V0692283

Redaction Type: None

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

Document Below

From: Cyrus, Carmelita (FN) <Carmi.Cyrus@dupageco.org >
Sent: Thu Jul 08 08:12:45 CDT 2021
To: invoicing@cod.edu
CC: ellisjo@cod.edu,hob@cod.edu,lschvach@worknetdupage.org
Subject: [External] COD-ABE-MOU-qtr-063021-\$2,699.71

CAUTION: This email originated from outside of COD's system. Do not click links, open attachments, or respond with sensitive information unless you recognize the sender and know the content is safe.

Thank you.

Carmi Cyrus, CPA

Senior Accountant

DuPage County-Finance Dept., Grants

(630) 407-6141

carmi.cyrus@dupageco.org

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[attachment: COD-ABE-MOU-qtr-063021-\$2,699.71.pdf]

From: Zerrudo, Maria <zerrudom@cod.edu>
Sent: Thu Jul 22 14:18:56 CDT 2021
To: invoicing@cod.edu
CC:
Subject: FW: Overriding "over-budget" error for Q4 invoice from DuPage County

From: Stella, Antoinette <stellaa212@cod.edu>
Sent: Thursday, July 22, 2021 2:12 PM
To: Zerrudo, Maria <zerrudom@cod.edu>
Cc: Ho, Ben <hob@cod.edu>; Virgilio, David <virgiliod@cod.edu>; Stella, Antoinette <stellaa212@cod.edu>
Subject: FW: Overriding "over-budget" error for Q4 invoice from DuPage County
Importance: High

Maria,

Please override and process the Q4 invoice from DuPage County for \$2,699.71.

Thank you,

Toni

From: Ho, Ben <hob@cod.edu>
Sent: Thursday, July 22, 2021 2:02 PM
To: Stella, Antoinette <stellaa212@cod.edu>
Subject: Overriding "over-budget" error for Q4 invoice from DuPage County

Hello Toni,

The snip below is from Marivic of A/P requesting an email from you to override the "over-budget" error for the processing of the Q4 invoice from DuPage County for \$2,699.71. When you get a chance, would you please do that, and cc: me?



Please let me know if you need anything from me in addition to all the emails that I have sent you.

Thanks again for all your help, Toni. I appreciate it.

Ben



Zerrudo, Maria Ho, Ben

RE: Confidential

1:53

Retention Policy · Inbox Retention · 1 year (1 year)

Expires: 7/22/2022

Bing Maps

Hi Ben,

If Toni and Dave is ok to override, I need an email from Toni advising me to override.

Thank you

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: Ho, Ben <hob@cod.edu>
Sent: Thursday, July 22, 2021 1:05 PM
To: Zerrudo, Maria <zerrudom@cod.edu>
Subject: RE: Confidential

Sorry to bother you again, Marivic,

I do see why Colleague said that the invoice would cause an "Over-budget". It's not the budget in 5909001 that causes the overspending, it is the WHOLE budget compared to the total expenses plus encumbrances — which is misleading because a majority of the fy2021 encumbrances are reduced by the negative encumbrances in fy2022.

I have reached out to Toni, who has reached out to Dave: Paying the invoice will not cause an overspending. Both Toni and Dave are ok with Toni OVERRIDING the "over-budget". Would you please help with this, and tell me what needs to happen, and what you need from me, and Toni?

Thank you so much.

Ben