

Information:

Drawer: Accounts Payable - Invoices  
Vendor Number: 1276238  
Vendor Name: CliftonLarsonAllen LLP  
Invoice Number: 3376921  
Invoice Date: 8/17/2022  
PO Number: P0004218  
Check Number: 0302290  
Check Amount: \$ 7,276.50  
Check Date: 09/13/2022  
Voucher Number: V0751485  
Document Type: AP Invoice

Document Below



Direct Billing Inquiries to:

CliftonLarsonAllen LLP  
(844) 325-1836

**Payment is due upon receipt**

Account Name College of DuPage  
Account Number 027-040706  
Authorization Number 0001207134

**Invoice Total** \$7,276.50  
Invoice Number 3376921  
Invoice Date 8/17/2022

To pay your bill electronically please visit [claconnect.com/billpay](http://claconnect.com/billpay)

Billing for outsourced information security advisory services assisting in the search for the next College of DuPage Director of Information Technology.

Lindsay Timcke time May-June 2022: \$330/hr x 21 Hours \$6,930.00

Technology and Client Support Fee \$346.50

**Invoice Total** **\$7,276.50**

Payment is due upon receipt.

Please detach and remit payment to the address below.

**We Appreciate Your Business and Referrals**

Remit to:

**CliftonLarsonAllen LLP**  
**P.O. Box 775967**  
**Chicago, IL 60677-5967**

077596702704070600007276500000033769216

College of DuPage  
Office of Financial Affairs  
425 Fawell Blvd. - SRC 2130L  
Glen Ellyn, IL 60137-6599

Amount Remitted \$ \_\_\_\_\_  
Account Number 027-040706  
Invoice Number 3376921

"Kozlik, Chuck" <Chuck.Kozlik@claconnect.com>

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**[External] Invoice for IS Director Search**

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"Kozlik, Chuck" <Chuck.Kozlik@claconnect.com>

Thu, Aug 18, 2022 at 09:10 PM GMT

CC: Virgilio, David <virgiliod@cod.edu>

BCC:

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.

Hello

Attached is an invoice for time our firm has spent helping the College on the IS Director Search.

If you need anything additional, please let me know.

Thanks

Chuck

**Chuck Kozlik, CPA, CGFM, CFE**

Principal

——— State & Local Government and Higher Education

**Direct 630-368-3662** Mobile 703-597-3795

CL.A (CliftonLarsonAllen LLP)

[chuck.kozlik@CLAconnect.com](mailto:chuck.kozlik@CLAconnect.com)

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P.ImprintUniqueID { MARGIN: 0cm 0cm 0pt } L.ImprintUniqueID { MARGIN: 0cm 0cm 0pt } DIV.  
ImprintUniqueID { MARGIN: 0cm 0cm 0pt } TABLE.ImprintUniqueIDTable { MARGIN: 0cm 0cm 0pt }  
DIV.Section1 { page: Section1 }

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**CliftonLarsonAllen LLP**

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**1 attachment**

College of DuPage - IS Director Search - Inv3376921.pdf

**Purchase Order****Purchase Order #: P0004218****Order Total: 7,276.50 USD**

CLIFTONLARSONALLEN LLP

**Date:** 08/29/2022  
**Transaction #:** 3023082  
**Authorized By:** Tsuiyun McCoy

**Requested By:** Vera Humphrey  
**Requester Email:** humphreyv@cod.edu  
**Phone:** 630-942-4285

**Supplier Address:**  
CLIFTONLARSONALLEN LLP  
220 S 6th St, Ste 300  
Minneapolis, Minnesota 55402  
United States  
Attn: Jon Hoffmeister  
Phone: 630-368-3640

**Ship To:**  
College of DuPage  
College of DuPage Shipping & Receiving  
425 Fawell Blvd.  
Glen Ellyn, IL 60137  
United States  
Attn: Vera Humphrey  
Phone: 630-942-2238

**Bill To:**  
College of DuPage  
College of DuPage Accounts Payable  
425 Fawell Blvd.  
Glen Ellyn, IL 60137  
United States  
Attn: [invoicing@cod.edu](mailto:invoicing@cod.edu)  
Phone: 630-942-2228

**Order Comments:**

Line #	Item #	Description	UOM	QTY	Unit Price	Line Total
1		Billing for outsourced information security advisory services assisting in the search for the next College of DuPage Director of Information Technology. Lindsay Timcke time May-June 2022: \$330/hr x 21 Hours	Each	1	6,930.00 USD	6,930.00 USD
Ship To Attn: Vera Humphrey						
2		Technology and Client Support Fee	Each	1	346.50 USD	346.50 USD
Ship To Attn: Vera Humphrey						

**Subtotal:** 7,276.50 USD**Tax:** 0.00 USD**S & H:** 0.00 USD**Order Total:** 7,276.50 USD**General Terms**

PLEASE NOTE: ALL SHIPMENTS ARE REQUIRED TO BE DELIVERED TO WAREHOUSE SERVICES. FAILURE TO COMPLY WILL JEOPARDIZE OR DELAY THE PAYMENT PROCESS.

EXCEPTIONS WITH PRIOR APPROVAL BY PROCUREMENT SERVICES WILL PRINT ON THE P.O.

1. F.O.B. DESTINATION unless otherwise indicated under Purchase Order Comments.
2. College of DuPage will only accept electronic invoices in PDF format. Invoices must reference the COD Purchase Order Number. Invoices are to be emailed to [invoicing@cod.edu](mailto:invoicing@cod.edu), with one document per email. For 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 weekly. 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 a separate cover that outlines the set-up instructions, your log-in, and your 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, 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 the 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. The Contractor shall submit to the College, monthly certified payroll records for all workers and sub-contractors utilized for the project.

13. This Agreement is the entire agreement between the College of DuPage ("Customer") (including Customer's employees and other End Users) and Vendor ("Seller") unless specifically indicated and supported by previously mutually approved terms. In the event that Seller enters into terms of use agreements or other agreements, policies, or understandings, whether on Seller's purchase order, website, electronic, click-through, verbal or in writing, with Customer's employees or other End Users, such agreements shall be null, void and without effect, and the terms of this Agreement shall apply. The customer will not be bound to any other terms and conditions set forth in any documents, agreements, or policies posted on the Seller's website unless such terms and conditions are also set forth in this Agreement. Seller may not unilaterally change any term or condition of this Agreement.

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