



Purchase Requisition
Procurement Services Division

Date: Dec 2, 2016
 MinuteTraq (IQM2) ID #: 8781
 Department Req #: _____
 RFP, Bid or Quote #: Bid#16-224-BF

Send Purchase Order To:				Send Invoices To:			
Vendor: A&P Grease Trappers, Inc.		Vendor #:		Dept: Facilities Management		Division:	
Attn: Nicole Keller		Email: apgreasetrappers@att.net		Attn: Tim Harbaugh		Email: mary.ventrella@dupageco.org	
Address: P.O. Box 456				Address: 421 N. County Farm Road		Room: 2-700	
City: West Chicago		State: IL	Zip: 60186	City: Wheaton		State: IL	Zip: 60187
Phone: 630-231-0905		Fax: 630-231-0705		Phone: 630-407-5700		Fax: 630-407-5701	

Send Payments To:				Ship To:			
Vendor: A&P Grease Trappers, Inc.		Vendor #:		Dept: Facilities Management		Division:	
Attn:		Email:		Attn: Scott Otterman		Email:	
Address: P.O. Box 456				Address: various locations		Room:	
City: West Chicago		State: IL	Zip: 60186	City: Wheaton		State: IL	Zip: 60187
Phone:		Fax:		Phone:		Fax:	

Payment Terms	F.O.B.	PO 20 Delivery Date	Requisitioner
PER 50 ILCS 505/1	Destination		Mary Ventrella

Use for	Contract Administrator	Contract Start Date	Contract End Date	Use for
PO25 only	Mary Ventrella	Jan 11, 2017	Jan 10, 2018	PO25 only
PO25 only				PO25 only
PO25 only				PO25 only
PO25 only				PO25 only
PO25 only				PO25 only

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Dept #	Acctg Unit	Acct #	Sub-Accts and/or Activity #	Unit Price	Extension
1	1	LO		Facilities Management	17	1000	1100	53300		56,165.00	56,165.00
2	1	LO		Animal Control	17	1100	1300	53300		4,500.00	4,500.00
3	1	LO		Division of Transportation	17	1500	3510	53300		10,100.00	10,100.00

Requisition Total \$ 70,765.00

Header Comments (these comments will appear on the PO20 and PO25 Purchase Order) :

Provide sanitary, grease trap and storm basin pumping, jetting and cleaning, as needed, for County campus.

Special Instructions/Comments to Buyer or Approver (these comments will NOT appear on the Purchase Order) :

User Department Internal Notes (these comments will NOT appear on the Purchase Order) :

Bid 16-224-BF was issued for the sanitary, grease trap and storm basin pumping, jetting and cleaning. Three responses were received. A&P Grease Trappers, Inc. provided the lowest responsible bid in the amount of \$70,765.00. Committee: Public Works 01/03/17 - County Board 01/10/17 - Transportation 01/03/17