

**Information:**

**Drawer:** Accounts Payable - Invoices

**Vendor Number:** 1394281

**Vendor Name:** Economic Modeling LLC dba Lightcast

**Check Details:**

**Check Number:** E0108040

**Check Amount:** \$ 26,445.00

**Check Date:** 6/10/2025

**Invoice Details:**

**Invoice Number:** INV27601

**Invoice Date:** 5/27/2025

**PO Number:** P0017382

**Voucher Number:** V0888389

**Document Type:** AP Invoice

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**Document Below**



**Lightcast**

232 N. Almon St.  
Moscow, ID 83843  
United States  
Phone: +1-208-904-2836

# Invoice

INV27601

Invoice Date 5/27/2025

**Bill To:**

College of DuPage  
425 Fawell Blvd  
Glen Ellyn IL 60137-6599  
United States

**Ship To:**

College of DuPage  
425 Fawell Blvd  
Glen Ellyn IL 60137-6599  
United States

**Invoice Note:**

Request for an early invoice

PO #	Contract Number	Primary Contact	Terms	Currency	Due Date
P0017382	00039718		Net 30	USD	6/26/2025

Item	Term Start Date	Term End Date	Quantity
Career Coach	6/1/2025	5/31/2026	1

Subtotal	\$26,445.00
Taxes	\$0.00
Total	\$26,445.00
Payments/Credits	\$0.00
<b>Balance</b>	<b>\$26,445.00</b>

**Electronic Payment Information**

JP Morgan Chase Bank  
Economic Modeling, LLC dba Lightcast  
Account No: 377991812  
ACH Routing Number: 074000010  
Wire Routing Number: 021000021  
Swift: CHASUS33  
US TIN/EIN: 27-1605272  
Remittance Email: ar@lightcast.io

**Lockbox Remit-To Address for U.S. Checks**

Payable to: Economic Modeling, LLC

Economic Modeling, LLC  
P.O. Box 737104  
Dallas, TX 75373-7104

**-Please include invoice # on all ACH/Wires**

**-For our W-9, click [here](#)**

**Thank you for your business!**

"Schertz, Melissa" <weberm118@cod.edu>

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**Fw: [External] Re: Fw: College of DuPage PO No. P0017382 for EMSI Career Coach**

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"Schertz, Melissa" <weberm118@cod.edu>

Tue, May 27, 2025 at 07:30 PM UTC

CC:

BCC:

Good afternoon,

Attached is the invoice for Economic Modeling LLC dba Ligthcast, P0017382

Thanks,

Melissa Schertz, CRC  
Manager, Career Services  
College of DuPage Career Services Center, SSC 3373  
[Cod.edu/CareerServices](mailto:weberm118@cod.edu)  
[@CODCareerCenter](mailto:weberm118@cod.edu)

The Career Services Center staff checks emails during regular business hours. Please allow 48 business hours for a reply.

Melissa

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**From:** Melissa McKenney <melissa.mckenney@lightcast.io>

**Sent:** Tuesday, May 27, 2025 2:13 PM

**To:** Schertz, Melissa <weberm118@cod.edu>

**Subject:** Re: [External] Re: Fw: College of DuPage PO No. P0017382 for EMSI Career Coach

Hello Melissa,

Please see the revised invoice attached!

Warm Regards,  
Melissa

On Tue, May 27, 2025 at 12:01PM Schertz, Melissa <[weberm118@cod.edu](mailto:weberm118@cod.edu)> wrote:

Hi Melissa,

Unless I'm missing it, it looks like the invoice is missing the PO number. Can it please be added and then sent to [invoicing@cod.edu](mailto:invoicing@cod.edu) (feel free to cc me).

Thanks,  
Melissa

Melissa Schertz, CRC  
Manager, Career Services

College of DuPage Career Services Center, SSC 3373

[Cod.edu/CareerServices](http://Cod.edu/CareerServices)

@CODCareerCenter

The Career Services Center staff checks emails during regular business hours. Please allow 48 business hours for a reply.

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**From:** Melissa McKenney <[melissa.mckenney@lightcast.io](mailto:melissa.mckenney@lightcast.io)>

**Sent:** Tuesday, May 27, 2025 11:54 AM

**To:** Schertz, Melissa <[weberm118@cod.edu](mailto:weberm118@cod.edu)>

**Subject:** [External] Re: Fw: College of DuPage PO No. P0017382 for EMSI Career Coach

**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 Melissa,

Please find the invoice attached!

Warm Regards,  
Melissa

On Tue, May 27, 2025 at 9:14AM Schertz, Melissa <[weberm118@cod.edu](mailto:weberm118@cod.edu)> wrote:

Hi Melissa,

I just wanted to check in to see if Lightcast had submitted an invoice with the PO for our renewal. I haven't seen one come through and I know we're nearing the deadline.

Thanks,  
Melissa

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**From:** Casey, Kevin <[caseyk650@cod.edu](mailto:caseyk650@cod.edu)>

**Sent:** Friday, May 9, 2025 10:01 AM

**To:** [ar@lightcast.io](mailto:ar@lightcast.io) <[ar@lightcast.io](mailto:ar@lightcast.io)>; [melissa.mckenney@lightcast.io](mailto:melissa.mckenney@lightcast.io) <[melissa.mckenney@lightcast.io](mailto:melissa.mckenney@lightcast.io)>

**Cc:** Fern, April <[ferna@cod.edu](mailto:ferna@cod.edu)>

**Subject:** College of DuPage PO No. P0017382 for EMSI Career Coach

Dear Vendor,

Attached is a College of DuPage (COD) Purchase Order for processing.

Please review the attached **Purchase Order** and **confirm receipt** to the **Requester** who is copied on this email. Please work directly with the requester to ensure this order is processed accordingly.

### **SHIPPING & RECEIVING**

College of DuPage requests **all packages** include the **Purchase Order Number** for each shipment.

All deliveries should be sent to:

College of DuPage Shipping & Receiving

425 Fawell Blvd.  
Glen Ellyn, IL 60137

Warehouse Hours: Monday through Friday: 7:30am to 4:00pm  
Shipping & Receiving Questions should be directed to the COD Warehouse at: 630-942-2550

**INVOICE QUESTIONS (Procurement Services does not process payments)**

- Invoice Questions should be directed to the Accounts Payable department at [acctpay@cod.edu](mailto:acctpay@cod.edu) or 630-942-2228

Please submit all invoices directly to our Accounts Payable Department. Invoices must be sent in **PDF format** to [invoicing@cod.edu](mailto:invoicing@cod.edu) **to ensure proper approval routing and expedited payments.**

**Submission of Invoices Instructions**

- Ø Invoices must clearly indicate Purchase Order Number on the invoice.
- Ø Invoices must be submitted electronically in PDF format only.
- Ø **One invoice per e-mail is required.**

The College of DuPage is making considerable efforts to move towards a more efficient and streamlined process for our vendor payments. For safe, efficient, and faster processing of payments, we encourage our vendors to sign up to receive ACH payments through our secured website free of charge. ACH or Automated Clearing House is an electronic network for processing transactions. Once payments have been approved, they are directly deposited into vendor's accounts the following business day.

Please submit requests to [purchasing@cod.edu](mailto:purchasing@cod.edu)

**Thank you!**  
**Procurement Services**  
[Purchasing@cod.edu](mailto:Purchasing@cod.edu)

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**1 attachment**

INV27601 (revised).pdf