

LOS RIOS COMMUNITY COLLEGE DISTRICT

PURCHASING: (916) 568-3071 ACCOUNTING: (916) 568-3065

FAX: (916) 568-3145

PURCHASE ORDER NO 0001070091

PLEASE SEE REVERSE SIDE FOR SPECIAL INSTRUCTIONS, TERMS AND CONDITIONS.

Date	Revision	Page
01/18/2013		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
767188 ZWERENZ POONV	04EDCA102 CTE	

Vendor: 0000016692
 OLYMPUS AMERICA, INC.
 SEG BIOLOGICAL MICROSCOPES
 3500 CORPORATE PKWY
 CENTER VALLEY PA 18034

Phone: (800) 446-5967
Fax: (484) 896-7177

email: melynnda.amato@olympus.com

Ship To: EL DORADO CENTER
 RECEIVING
 6699 CAMPUS DR
 PLACERVILLE CA 95667
 United States

Bill To: 1919 Spanos Court
 Sacramento CA 95825-3981
 United States

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
1- 1	MICROSCOPE CX31-106 CX31R-OA1-1-6;CX31SET BI,4/10/40/100XOB,EYEP, STG,PWR,BULB	6.00	EA	1,649.60	9,897.60	02/01/2013
2- 1	HOLDER C-0900 CH3-CH;CORD FOR CH30 STUDENT MICROSCOPE	6.00	EA	15.20	91.20	02/01/2013
3- 1	POINTER B-0681 POINTER;EYEPIECE WITH SHARPENED POINTS FOR CH2,CH30	6.00	EA	2.40	14.40	02/01/2013
4- 1	COVER COVER015 DUST, HOOD TYPE FOR CX2 MICROSCOPES	6.00	EA	8.00	48.00	02/01/2013
5- 1	UPS STANDARD SHIPMENT	1.00	EA	82.00	82.00	02/01/2013

QUOTE # BIO-06202107 R2 DATED 1/9/13

PRICES INCLUDE 20% DISCOUNT


Sub Total Amount	10,133.20
Sales Tax Amount	0.00
Total PO Amount	10,133.20

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	6490	12	ED.VI.SB70	49990	00000	454X	10,133.20	2013

Verification of this purchase order can be made using the Los Rios Community College District web site listed below. If you have any questions, please contact the Purchasing Office at (916)568-3071.

<http://www.losrios.edu/purchasing/povalidation>

All shipments, invoices, and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to shipment.

Authorized Signature


Notice to vendor: You are responsible for delivering goods and delivery documents to the Receiving Department at the site. Failure to do so will delay payment processing. Vendor is responsible for obtaining verification of delivery by authorized Receiving Room personnel. Receipt of goods by other parties and failure to obtain authorized signatures may also delay payment. NOTE: PAYMENT TERMS NET 30 MATERIAL SAFETY DATA SHEETS (MSDS) must be provided with the delivery of product as required by law.

LOS RIOS COMMUNITY COLLEGE DISTRICT

American River College • Cosumnes River College • Folsom Lake College • Sacramento City College

PURCHASE ORDER TERMS AND CONDITIONS

1. **APPLICABLE LAW:** The contract resulting from this order shall be governed by the laws of the State of California
2. **COMPLETION OF ORDERS:** LRCCD reserves the right to withhold payment until order is completed.
3. **DISCOUNTS:** Please show cash payment discount offered on your invoice in connection with any discount offered, time will be computed from date of delivery of the supplies or equipment, or from date correct invoices are received in the office specified by LRCCD if the latter date is later than the date of delivery. Payment is deemed to be made for the purpose of earning discount, on the date payment is mailed or on behalf of LRCCD.
4. **INVOICES:** Invoices shall be prepared and submitted in duplicate unless otherwise specified. Invoices shall contain Purchase order number, date, description of items, sizes and quantities, unit prices, extended totals, place and date of delivery. Invoices or vouchers not on printed bill heads shall be signed by the CONTRACTOR or person furnishing the supplies or services. Every invoice shall be properly itemized. If LRCCD has not received billing for product or services within a one year period LRCCD will not be held responsible for satisfying the debt.
5. **CHANGES:** No change or modification in terms, quantities, or specifications may be made without express authorization in writing from the LRCCD Purchasing Office and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto. If unit cost of any item exceeds the amount shown by 10% or \$250.00 whichever is less do not ship. Contact LRCCD Purchasing at the phone number provided.
6. **BILL OF LADING:** If Bill of Lading is applicable to this order, send originals to "Ship to" address and duplicate Bill of Lading with invoices to "Bill to" address. All correspondence, invoices, bills of lading, shipping memos, packages, etc., must show purchase order number. If factory shipment, advise factory to comply.
7. **TRANSPORTATION CHARGES:** Invoices for prepaid transportation charges must be supported by original receipted expense bills.
8. **FOB POINT AND FREIGHT CHARGES:** Unless otherwise specified on this order, all items shall be delivered FOB Destination. No charge for delivery, drayage, express, parcel post, packing, cartage, insurance, license fees, permits, or for any other purpose will be paid by LRCCD unless expressly included and itemized in the order. Unless otherwise shown, on "FOB Shipping Point" transactions, CONTRACTOR shall arrange for lowest cost transportation, prepay and add freight to invoice and furnish supporting freight bills if the amount exceeds \$50.00. On "FOB Shipping Point" transactions, should any shipments under this purchase order be received by LRCCD in a damaged condition and any related freight loss and damage claims filed against the carrier or carriers be wholly or partially declined with the inference that damage was the result of the act of the shipper such as inadequate packaging or loading or some inherent defect in the equipment and/or material, CONTRACTOR on request of LRCCD shall at CONTRACTOR's own expense assist LRCCD in establishing carrier liability by supplying evidence that the equipment and/or materials was properly constructed, manufactured, packaged, and secured to withstand normal transportation conditions. Shipments that are California intrastate in nature and where freight is to be borne by LRCCD shall be tendered to carriers with written instructions that rate and charges may not exceed the lowest lawful rates on file with the California Public Utilities Commission.
9. **PATENT INDEMNITY:** The CONTRACTOR shall hold LRCCD, its officers, agents and employees harmless from alleged liability of any nature or kind, including costs and attorney fees and expenses, for infringement or use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in connection with the contract or purchase order.
10. **TAXES:** Certain articles sold to LRCCD are exempt from certain Federal excise taxes. LRCCD will reimburse the CONTRACTOR for, or pay directly, all California State and local sales and use taxes applicable to this purchase.
11. **EQUAL OPPORTUNITY EMPLOYER:** The acceptance of this purchase order by a supplier of goods and services is a certification that such supplier complies with all provisions of executive order 11246 and is an equal opportunity employer.
12. **GENERAL SAFETY ORDERS:** All materials, supplies and services sold to LRCCD shall conform to the general safety orders of the State of California. All materials, except as otherwise specified, must be new and of the best quality of their respective kinds.
13. **INDEMNIFICATION:** CONTRACTOR shall indemnify, defend and hold harmless LRCCD, its trustees, officers, agents, employees and volunteers, from any and all claims, demands, suits, causes of action, damages, penalties, breaches of this agreement, infringement of patent rights, costs, expenses, violations of employee occupational health and safety laws, attorney fees, losses or liability, property damage, personal injuries to or death of persons, arising out of, alleged to have arisen out of, or relating in any way to CONTRACTOR's work to be performed under this agreement, except if caused solely by the negligence of LRCCD.
14. **TERMINATION:** LRCCD may terminate this agreement and be relieved of the payment of any consideration to CONTRACTOR should CONTRACTOR fail to perform the covenants herein contained at the time and in the manner herein provided. In the event of such termination LRCCD may proceed with the work in any manner deemed proper by LRCCD. The cost to LRCCD shall be deducted from any sum due the CONTRACTOR under this agreement and the balance if any, shall be paid the CONTRACTOR upon demand.
15. **ASSIGNMENT:** Without the written consent of LRCCD, this agreement is not assignable by CONTRACTOR either in whole or in part.
16. **PUBLIC WORKS PROJECTS:** CONTRACTOR must comply with Public Contract Code.
17. **CA LABOR CODE:** Pursuant to Section 1700, and following, the CONTRACTOR shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Copies of such prevailing rate of per diem wages are on file at the Business Office of the Los Rios Community College District, 1919 Spanos Court, Sacramento, CA 95825. Those copies shall be made available to any interested party upon request. The CONTRACTOR shall forfeit, as penalty to the LRCCD, Fifty Dollars (\$50.00) for each calendar day or portion thereof, for each workman paid less than the stipulated prevailing rates for any work done under the contract by him/her or by any subcontractor under him, in violation of the provisions of such Labor Code.
18. **NOTICE:** Your employees may be exposed to hazardous substances during the course of their work while on LRCCD property. For additional information on the hazardous substances that your employees may be exposed to contact the LRCCD General Services Department at (916) 568-3048.
19. **INSURANCE:** CONTRACTOR shall, at all times, maintain in full force and effect the following insurance: Workers' Compensation, Commercial General Liability, Auto Liability, and Professional Liability if licensed professional. Policy limits for each shall be at least \$1,000,000 AND \$3,000,000 AGGREGATE for bodily injury, personal injury and property damage. Any combination of General Liability and Excess Coverage can be combined to meet the Aggregate. LRCCD shall be named as an additional insured on CONTRACTOR's policies. The CONTRACTOR shall provide a certificate of insurance and required endorsements to comply with this section at least 15 days prior to commencement of work under this contract. The certificate shall state that LRCCD will be given 30 days notice of any material change or cancellation in coverage.
20. **DISQUALIFIED EMPLOYEES:** CONTRACTOR shall ensure that persons who perform services on LRCCD property have not been convicted of any felony, or any controlled substance offense or any sex offense as those terms are defined by Education Code section 87008-87010. If LRCCD determines that any person employed by CONTRACTOR to work on LRCCD property is incompetent, unfaithful, intemperate, disorderly, abusive or is otherwise unsatisfactory, CONTRACTOR shall cause that employee to be removed from working on LRCCD property immediately, and that person shall not be employed again on LRCCD property.
21. **WORK AUTHORIZATION:** Prior to LRCCD's acceptance of this Agreement, CONTRACTORS who are not U.S. citizens must provide verification of (a) work authorization status from the appropriate U.S. Department of State; (b) a copy of their U.S. visa; (c) the number of days present in the U.S.; and (d) tax treaty status. LRCCD shall not make any payments to CONTRACTOR unless CONTRACTOR holds the appropriate U.S. visa. CONTRACTOR is responsible for ensuring they are in possession of the appropriate visa.
22. **WARRANTY:** CONTRACTOR expressly warrants that all materials, goods, equipment, services, and/or labor shall conform to the requirements set forth or incorporated into this order and any applicable industry standards or requirements, shall be merchantable and free from defects in workmanship, materials and/or design (including latent defects), and shall perform as specified. CONTRACTOR further warrants that all materials, goods, equipment, services, and/or labor will be fit and sufficient for the particular purposes intended by LRCCD. Unless agreed upon otherwise between LRCCD and CONTRACTOR, the warranty period shall be the longer of: (a) any express warranty included in this service agreement; (b) one year after the materials, goods, equipment, services, and/or labor are accepted by LRCCD; or (c) any warranty period provided under any applicable California law.

Los Rios Community College District

Page of

Requisition SB70

Req. No. 767188
P.O. NO.

Vendor Code
Approved
Terms
F.O.B.

DATE 1/8/13 2013 JAN 14 A 8:48

VENDOR SEG Biological Microscopes

ADDRESS 3500 Corporate Pkwy

CITY Central Valley STATE PA ZIP 18034

PHONE 800 446 5967 FAX

DELIVERY INSTRUCTIONS	
Location Code <u>04 EDC A102</u>	College/District Location <u>EDC Area 3/CTE/SB70</u>
Department <u>Administration & Science</u>	Date Required <u>2/1/13</u>

ITEM	DESCRIPTION <small>GIVE COMPLETE DESCRIPTION, INCLUDING CAT. NO. & SIZES</small>	ORDERED		AMOUNT	
		QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
<small>*Use additional paper if necessary and please reference requisition number. DO NOT USE A SECOND REQUISITION.</small>					
1	CX 31-106 - Microscope CX31R-0M1 - 6	EA	6	2062. ⁰⁰	12372. ⁰⁰
2	1-6 ; CX 31 set Bi 4/10/40/160X				
3	Eyep, strg, Bulb				
4					
5	0681 Pointer, eye piece w/ sharpened points	ea	6	3. ⁰⁰	18. ⁰⁰
6					
7					
8	C-0900 - Cond holder	ea	6	19. ⁰⁰	114. ⁰⁰
9					
10	Cover 015 Microscope cover	EA	6	10. ⁰⁰	60. ⁰⁰
11				Subtotal \$ 12,564.00	
12				LESS 20% DISCOUNT - 2512.80	
13				Est'd Shipping 82.00	
Purchases Charged to Categorical Programs, Grants or Special Projects				Sales Tax 7.50	
This purchase is in compliance with the requirements of <u>Governors CTE Initiative SB70</u>				753.84	
Program Director/Coordinator Signature <u>[Signature]</u> For grants/special projects				Total 11640.88	
Program Goal/Objective Number/Explanation <u>Qualifying Grant Expenditures</u>				10 987.04	

I hereby certify the items/services listed above are to be obtained in accordance with District Regulation 8323, Section 4, Conflict of Interest, and all other applicable district, state, and federal policies, rules, regulations and laws.

REQUESTED BY: Kim Zuerenz TYPED/PRINT DATE 1/8/13

REQUESTED BY: [Signature] SIGNATURE DATE 1/16/13

AUTHORIZED: [Signature] DEAN OR AUTHORIZED SIGNATURE DATE 1/16/13

APPROVED: [Signature] VICE PRESIDENT ADMINISTRATION DATE

Instructions on Reverse

GENFD/6490/12/ED.VI.SB70

Bus. Unit	Account*	Fund	Org	Amount
<u>49990</u>	<u>00000</u>	<u>2013</u>	<u>454X</u>	<u>\$ 10,887.04</u>

* Asset Location - For equipment purchases over \$200 (Accounts 6490, 6495 and computers) complete the area below indicating the final location where equipment will be housed.

Location Code 04 EDC A102 Area 3 EDC Dept. Science

Building Bldg A Room No. 103

1/16/13



Olympus America Inc.

SEG Biological Microscopes

3500 Corporate Pkwy.

Center Valley, PA 18034

Phone: 800-446-5967

Fax: 484-896-7177

www.olympusamerica.com

Quote #: BIO-06202107 R2 CX31 STUDENT MICROSCOPES - 7 EACH

1/9/2013

DAVID LAGALA
FOLSOM LAKE COLLEGE
Anat. & Physio. Dept.
6699 Campus Drive
Placerville, CA 95667

Phone: 530-642-5638

Fax:

Email: lagalad@flic.losrios.edu

Sales Rep: Bob Cummins

Phone: (916) 320-8786

Email: robert.cummins@olympus.com

Table with columns: Item Number, Description, Qty, List Price, Disc, Extended Price. Includes rows for CX31-106, C-0900, B-0681, COVER015, and summary rows for TOTAL LIST PRICE, DISCOUNT, and LINE ITEM TOTAL.

Handwritten notes: DISC'd UNIT Price, 1,649.60, 115.20, 2,40, 8.00

Handwritten note: 7.50% 0.00 753.84

Handwritten note: \$ 10,887.04

ESTIMATED SHIPPING Ship Via: UPS Standard 82.00
ESTIMATED SALES TAX Not specified. Will be assessed at time of sale, if applicable. 0.00
Shipping/tax amounts are estimates only and are not official or binding. Final charges will be assessed after receipt of order.

GRAND TOTAL 10,133.20

Quote valid for 30 days.

Payment terms: Net 30

Pricing Condition: FOB Origin

To order these services or equipment fax 484-896-7177 or email seg.orders@olympus.com.

Terms and Conditions

This is an official price quotation for the products which you have shown an interest to purchase. The prices listed in this quotation as well as any package pricing, apply to the entire quote as presented. Changes, additions or deletions from this quotation may result in pricing adjustments. Catalog numbers may change from time to time.

Olympus America Inc. Warranty (http://www.olympusamerica.com/seg_section/seg_service.asp?fl=3)

* Standard products: 5 years for mechanical and optical defects; 1 year for electrical, electronic, and wear-related components.

* Fluoview Systems: 1 year for mechanical and optical defects; 1 year for electrical, electronic, and wear-related components.

* MIC-D Digital Microscope: 1 year for defects in materials and workmanship.

LOS RIOS COMMUNITY COLLEGE DISTRICT
Sole Source Purchase Justification

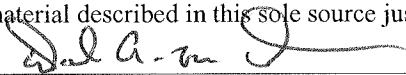
Vendor: SEG Biological Microscopes Requisition No: 767188
Commodity/Service: Olympus microscopes
Estimated annual expenditure for the above commodity or service: \$: 10,887.04 one time purchase for 6 microscopes and components

Pursuant to Purchasing Policy, Sole Source purchase requests & approvals must be performed in advance and shall be supported by written documentation. This form and appropriate supporting documentation fulfills that requirement.

Initial all entries below that apply to the proposed purchase. Attach support documentation justification memo as described below (More than one entry will apply to most sole source products/services for purchase requested).

1. _____ SOLE SOURCE REQUEST IS FOR THE ORIGINAL MANUFACTURER OR PROVIDER, THERE ARE NO REGIONAL DISTRIBUTORS. (Attach the manufacturer's written certification that no regional distributors exist. Item no. 4 also must be completed).
2. _____ SOLE SOURCE REQUEST IS FOR ONLY GREATER SACRAMENTO AREA DISTRIBUTOR OF THE ORIGINAL MANUFACTURER OR PROVIDER. (Attach the manufacturers — not the distributor's — written certification that identifies all regional distributors. Item no. 4 also must be completed).
3. _____ THE PARTS/EQUIPMENT IS NOT INTERCHANGEABLE WITH SIMILAR PARTS OF ANOTHER MANUFACTURER. (Explain in separate memorandum).
4. _____ THIS IS THE ONLY KNOWN ITEM OR SERVICE THAT WILL MEET THE SPECIALIZED NEEDS OF THIS DEPARTMENT OR PERFORM THE INTENDED FUNCTION. (Attach memorandum with details of specialized function or application).
5. X _____ THE PARTS/EQUIPMENT IS REQUIRED FROM THIS SOURCE TO PERMIT STANDARDIZATION. (Attach memorandum describing basis for standardization request).
6. _____ CALIFORNIA MULTIPLE AWARD SCHEDULE (CMAS) PURCHASE CONTRACT NO: _____
7. _____ "PIGGY-BACK"/UMBRELLA PURCHASE ON ANOTHER GOVERNMENT ENTITY'S CONTRACTS
8. _____ NONE OF THE ABOVE APPLIES. A DETAILED EXPLANATION AND JUSTIFICATION FOR THIS SOLE SOURCE REQUEST IS CONTAINED IN ATTACHED MEMORANDUM.

The undersigned requests commodities and services to be procured from the vendor identified as the sole source supplier of the service or material described in this sole source justification and is authorized as a sole source for the service or material.

 1/10/13
AUTHORIZED SIGNATURE DATE

SOLE SOURCE AUTHORIZATION: (PURCHASING USE ONLY)

APPROVED **DISAPPROVED**

By: _____ Date: _____ Guidelines Div. #: _____

memo

To: LRCCD and FLC Purchasing Departments
From: Dale van Dam, Dean of Instruction *DvD*
CC: K. Zwerenz, V. Shane, S. Clark
Date: 1/10/2013
Re: Sole Source Request for SEG Biological Microscopes

In response to item number 5 on the Sole Source Purchase Justification for Req. 767188:

It is desirable to maintain the same model and brand of microscope in the MLT labs at EDC so that students are familiar with the operation and maintenance of all scopes they may use interchangeably. Since we recently purchased several scopes of this same make and model, this purchase will serve to further the goal of standardization as described.

PO# 0001054172 4/23/2010
Eleven CX31 Microscopes
purchased for FLC/EDC A&P
Division. (Copy attached)
BAA

PURCHASE ORDER NO 0001056172

Date 04/23/2010	Revision	Page 1
Payment Terms NET 30	Freight Terms Shipping Point	Ship Via Best Metho
Reference: 716359 LAGALA POONV		EDC-BIO A RM 102

Vendor: 0000016692
 OLYMPUS AMERICA, INC.
 SEG BIOLOGICAL MICROSCOPES
 3500 CORPORATE PKWY
 CENTER VALLEY PA 18034

Phone: (800) 446-5967
Fax: (484) 896-7177

email: melynada.amato@olympus.com

Ship To: EL DORADO CENTER
 RECEIVING
 6699 CAMPUS DR
 PLACERVILLE CA 95667
 United States

Bill To: 1919 Spanos Court
 Sacramento CA 95825-3981
 United States

Tax Exempt? N

Line-Sch	Item/Description	Quantity UOM	PO Price	Extended Amt	Due Date
1- 1	CX31-105 CX31R-OAI-1-5;CX31SET BI,4/10/ 40/100XOB,EYEP, STG,PWR,BULB	11.00 EA	1,610.48	17,715.28	04/30/2010
2- 1	C-0900 CH3-CH;CORD HOLDER FOR CH30 STUDENT MICROSCOPE	11.00 EA	15.58	171.38	04/30/2010
3- 1	B-0681 POINTER;EYEPiece POINTER WITH SHARPENED POINTS FOR CH2,CH30	11.00 EA	2.46	27.06	04/30/2010
4- 1	OMT-005 MT-005;LOGO CLOTH DUSTCOVER 22X21, ANTI-STATIC FOR CX	11.00 EA	16.40	180.40	04/30/2010
5- 1	UPS STANDARD SHIPMENT	1.00 EA	111.00	111.00	04/30/2010

QUOTE # BIO-07000891 DATED 4/5/10

PRICES INCLUDE 18% DISCOUNT

Sub Total Amount	18,205.12
Sales Tax Amount	1,492.76
Total PO Amount	19,697.88

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	6490	12	FL.VI.VTEA	09580	00000	316C	19,697.88	2010

Verification of this purchase order can be made using the Los Rios Community College District web site listed below.
 If you have any questions, please contact the Purchasing Office at (916)568-3071.

<http://www.losrios.edu/purchasing/povalidation>

All shipments, invoices, and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to shipment.

Unauthorized

Haney, Brenda

From: Haney, Brenda
Sent: Monday, January 14, 2013 12:16 PM
To: Zwerenz, Kim
Cc: Clark, Shannon; Shane, Vonnie; Van Dam, Dale
Subject: RE: FOR YOUR ACTION_REQ#_767188_SEG BIOLOGICAL MICROSCOPE

Importance: High

Thank you Kim. We will include a copy of this 2010 PO with your requisition. DO Purchasing will let us know if comparative quotes will be required.

Thank you,
Brenda Haney
FLC Business Services
☎ 916.608.6635
✉ haneyb@flc.losrios.edu

From: Zwerenz, Kim
Sent: Monday, January 14, 2013 12:11 PM
To: Haney, Brenda
Subject: RE: FOR YOUR ACTION_REQ#_767188_SEG BIOLOGICAL MICROSCOPE

Hi -Asset tag number: 10105617201006

Kim Zwerenz
El Dorado Center
6699 Campus Drive
Placerville, CA 95667
530.642.5669

From: Haney, Brenda
Sent: Monday, January 14, 2013 12:07 PM
To: Zwerenz, Kim
Cc: Clark, Shannon; Shane, Vonnie; Van Dam, Dale
Subject: FOR YOUR ACTION_REQ#_767188_SEG BIOLOGICAL MICROSCOPE
Importance: High

Hi Kim –

In order to process the attached REQ#_767188 w/ SSJF for SEG Microscope _ DO Purchasing is requiring information on microscopes purchased previously of same make/model. Please provide asset tag number assigned to the microscopes you are trying to match/standardize, so that we can research PO History for those microscopes to support this current requisition.

Thank you,