

LOS RIOS COMMUNITY COLLEGE DISTRICT

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

FAX: (916) 568-3145

**PURCHASE ORDER NO
CHANGE ORDER**

0001072985

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

Date 08/19/2013	Revision 1 - 10/18/2013	Page 1
Payment Terms NET 30	Freight Terms Shipping Point	Ship Via Best Metho
Reference: 759894 HENDRICKS POONV		Location / Dept 04CYPH210

Vendor: 0000005887
WARDS NATURAL SCIENCE EST INC
PO BOX 92912
ROCHESTER NY 14692-9012

Phone: (800) 962-2660
Fax: (877) 247-0176

email: wardsci.com

Ship To: FOLSOM LAKE COLLEGE
RECEIVING
10 COLLEGE PARKWAY
FOLSOM CA 95630
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	SPECTRUM TUBE MERCURY VAPOR # 160580	2.00	EA	53.05	0.00	CANCEL
2- 1	SPECTRUM TUBE NITROGEN GAS # 160582	4.00	EA	12.00	48.00	08/26/2013
3- 1	TWO METER STICK WOODEN METRIC & ENGL 2 M # 4635500	2.00	EA	27.58	55.16	08/26/2013
4- 1	KIMWIPES 13 CM X 21 CM BOX/280 # 151025	4.00	EA	2.95	11.80	08/26/2013
5- 1	MISC-EQUIP	1.00	EA	17.69	17.69	08/26/2013

QUOTE # 8002327086 DATED 7/11/13

NO SHIPPING CHARGE

FAX PO AT 1800-635-8439

10/18/13 CANCEL LINE 1 AS PRODUCT CANNOT BE SHIPPED TO CA PER EPA (NEW PO TOTAL \$143.27) PER J.HARMAN
- KJK

DO NOT SEND TO VENDOR

Sub Total Amount	132.65
Sales Tax Amount	10.61
Total PO Amount	143.26

<u>BU</u>	<u>Acct</u>	<u>Fd</u>	<u>Org</u>	<u>Prog</u>	<u>Sub</u>	<u>Proj</u>	<u>Amount</u>	<u>BYear</u>
GENFD	4300	12	FL.VI.AR03	19020	00000	700P	143.26	2014

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

[Handwritten Signature] 10/21/13

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.

Submitted 10/17/13

Change Order Request

PO # 0001072985

Request Date: 10/17/13

College/Dept: FLC

Vendor Name WARDS
(one PO per request)

Vendor #0000005887

CANCEL LINE# 1 SPECTRUM TUBE MERCURY VAPOR # 160580

DO NOT SEND CHANGE ORDER TO VENDOR

New PO Total = \$143.27 DO PURCHASING TO CONFIRM AND APPROVE REVISED TOTAL
- No need to send back to FLC/BSO.

Comments to be added: CANCELLED BY VENDOR_ PRODUCT CANNOT BE SHIPPED INTO
CA_ PER EPA.

OTHER:

Completed should be forwarded via e-mail by an **authorized signer** to the **DO – Purchasing** mailbox.

10/17/13 Copy emailed to Area 3

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: BUSINESS SERVICES

Req. No.	759894
P.O. NO.	

Vendor Code	5887
Approved	
Terms	
F.O.B.	

DATE 7/15/13 2013 JUL 30 P 2:43

VENDOR Wards Science

ADDRESS 5100 West Henrietta Rd 92912

CITY Rochester STATE NY ZIP 14622

PHONE 800 962-2660 FAX 1800 635-8439

DELIVERY INSTRUCTIONS	
Location Code	04 CypH 210
College/District Location	FLC
Department	Physics
Division	Inst. Tech
Date Required	8/1/13

ITEM	DESCRIPTION	ORDERED		AMOUNT	
		QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
*Use additional paper if necessary and please reference requisition number. DO NOT USE A-SECOND REQUISITION.					
1	Physics Supplies				
2					
3	per				
4					
5	Please Reference attached				
6	Quote # 8002327086				
7					
8					
9	Please fax order to				
10	1-800 635-8439				
11				Sub	238.75
12					
13				S/H	0
Purchases Charged to Categorical Programs, Grants or Special Projects				Sales Tax	19.10
This purchase is in compliance with the requirements of <u>LORELY</u>				8% / 0	19.10
Program Director/Coordinator Signature <u>Elyse inst. mats + Supples</u>				Total	238.75
Program Goal/Objective Number/Explanation					257.85

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: Theresa D. Hendricks DATE: 7/15/13

REQUESTED BY: [Signature] DATE: 7/15/13

AUTHORIZED: [Signature] DATE: 7/30/13

APPROVED: [Signature] DATE: 7/31/13

Bus. Unit	Account *	Fund	Org	
19020	0000	2014	700P	\$ 238.75
Program	Sub-Class	BY	Proj/Grnt	Amount
				257.85

* 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 _____ Dept. _____

Building _____ Room No. _____

Instructions on Reverse



a division of VWR International, LLC.
 5100 West Henrietta Road
 Post Office Box 92912
 Rochester, New York 14692-9012

Quotation

Bill-To-Party LOS RIOS CCD ACCTS PAYABLE 1919 SPANOS COURT SACRAMENT, CA 95825-3981	Information Quote 8002327086 Date 07/11/2013 Bill To Customer No. 80250592 Ship To Customer No. 80250592 Contact Name THERESA HENDRICKS Telephone 916-608-6541 Email Currency USD Sales Rep SCI ED NCAL OPEN Valid 07/11/2013 Expires Cust ref
Ship-To-Party FOLSOM LAKE COLLEGE 10 COLLEGE PKWY FOLSOM CA 95630-6798	

Information	
Term:	Transport fees as per standard terms and conditions unless indicated otherwise in this quotation. Taxes not included.

Item	Ref.	Catalog Number	Quantity	Unit Price	Ext. Amount
10		160580 SPECTRUM TUBE MERCURY VAPOR	2 EA	53.05 USD	106.10
20		160582 SPECTRUM TUBE NITROGEN GAS	4 EA	12.00 USD	48.00
30		4635500 TWO METER STICK WOODEN METRIC & ENGL 2 M	2 EA	27.58 USD	55.16
40		151025 KIMMIPES 13 CM X 21 CM BOX/280	4 BX	2.95 USD	11.80
50		MISC-EQUIP Sales Tax	1 EA	17.69 USD	17.69
60		Free Shipping	0.000		

Item Total					238.75

TO PLACE YOUR ORDER, PLEASE CALL
 CONTACT TEL: 1-800-962-2660
 FAX: 1-800-635-8439
 Email : bids.wardsci@vwr.com
 Web site: www.wardsci.com

8% 19.10
 257.85

PLEASE REFER TO VWR QUOTATION NO. 8002327086

THANK YOU FOR THE OPPORTUNITY TO EARN YOUR BUSINESS



a division of VWR International, LLC.
5100 West Henrietta Road
Post Office Box 92912
Rochester, New York 14692-9012

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07/12/2013 13:01:13

Quotation

Quote : 8002327086

Installation not included unless otherwise noted.

Customer is responsible for unloading and providing standard receiving facilities for large and/or heavy shipments. Special unloading or delivery can be arranged provided VWR International is notified at the time of order placement. Please note that additional charges may apply to the above. For such arrangements please contact VWR International for a quotation.

It is the customer's responsibility to inspect the shipment upon receipt. If any external damage is noticed, the customer must accept the shipment only after the driver has noted the damage on the customer's delivery receipt and requested an inspection by the carrier. If the shipment arrives with internal/concealed damage, the customer must contact VWR within 24 hours to initiate the right to claim for "concealed damage". VWR reserves the right to repair a damaged product, where applicable, before replacement or credit is determined.

All quotes for installations assume that services related to the equipment are in place at the customer site (including, but not limited to, gas, plumbing, electrical, and ventilation) as per the equipment manufacturer's specifications prior to installation of the equipment. VWR's quote does not include the installation of the aforementioned services.

Items prefixed with "MISC-" are subject to regulatory approval once VWR International receives acceptance from the customer. They are special order, and as such may not be returnable. Please allow 6-8 weeks delivery from the time of your first order or acceptance of this quotation.

VWR's terms and conditions of sale apply. All orders are subject to shipping and handling charges and fuel surcharges. Freight terms may vary. Hazardous items are subject to additional transportation charges. Please visit our website at www.vwr.com for additional information regarding our return policy, product warranty information and other details of our terms and conditions.

Ward's Science

5100 West Henrietta Rd. Rochester, NY 14692-9012 Wave Carrier Lane
wards@vwr.com 22E UPS 01U

A PACKING LIST

DATE	SHIPPING REFERENCE NO.	TERMS	PURCHASE ORDER NUMBER
	BéB80131546752526	BéB0001072985	
08/22/13	80131546752526	30 days net	0001072985

*Rec'd
10/22/13
3/23/13
[Signature]*

Acct No: 0080296212
Sold To: LOS RIOS CMTY CLG DISTRICT
1919 SPANOS CT

Acct No: 0080250592
Ship To: FOLSOM LAKE COLLEGE
10 COLLEGE PKWY

SACRAMENTO CA 95825-3981 US
HENDRICKS POONV

FOLSOM CA 95630-6798 US
HENDRICKS POONV/PO 0001072985



LINE NO.	CASE I.D.	B/O QTY	ORDER QTY	SHIP QTY	UM	CATALOG NUMBER AND DESCRIPTION	PRICE	EXTENSION
010	GVDR01		4	4	EA	WEB Order #: 8002327086 160582. SPECTRUM TUBE NITROGEN GAS *** MFG. NO. PH1196B CountryCode:US Customs#:902790		
020						470101-246 TWO METER STICK WOODEN METRIC & ENGL 2 M *** MFG. NO. 4635500 CountryCode:US Customs#:		
***** TEMPORARILY ON BACKORDER *****								
030	GVDR01		4	4	BX	151025. KIMWIPES 13 CM X 21 CM BOX/280 *** MFG. NO. 2040666 CountryCode:US Customs#:392690		
						Total cases : 1		

Ward's Science

5100 West Henrietta Rd. Rochester, NY 14692-9012
wards@vwr.com

Wave 18D Carrier UPS Lane 01U

PACKING LIST

DATE	SHIPPING REFERENCE NO.	TERMS	PURCHASE ORDER NUMBER
			
	80131546753824		0001072985
10/18/13	80131546753824	30 days net	0001072985

Acct No: 0080296212
Sold To: LOS RIOS CMTY CLG DISTRICT
1919 SPANOS CT

Acct No: 0080250592
Ship To: FOLSOM LAKE COLLEGE
10 COLLEGE PKWY

SACRAMENTO CA 95825-3981 US
HENDRICKS POONV

FOLSOM CA 95630-6798 US
HENDRICKS POONV/PO 0001072985

LINE NO.	CASE I.D.	B/O QTY	ORDER QTY	SHIP QTY	UM	CATALOG NUMBER AND DESCRIPTION	PRICE	EXTENSION
020	R18501		2	2	EA	WEB Order #: 8002327086 4635500. TWO METER STICK WOODEN METRIC & ENGL 2 M *** MFG. NO. 4635500 CountryCode:US Customs#: Total cases : 1		

Ronald [Signature]
Oct. 25, 2013
RCVR: 0001062872