

LOS RIOS COMMUNITY COLLEGE DISTRICT

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

FAX: (916) 568-3145

PURCHASE ORDER NO 0001073903

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

Date	Revision	Page
10/24/2013		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
768017 SCHMIDH KARNITZK	04ADMN	

Vendor: 0000004611
 RIO GRANDE
 7500 BLUEWATER RD NW
 ALBUQUERQUE NM 87121

Phone: (800) 545-6566
Fax: (800) 965-2329

email:

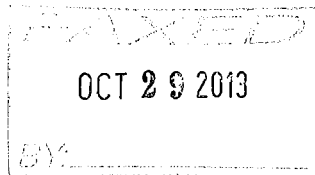
Ship To: FOLSOM LAKE COLLEGE
 RECEIVING
 10 COLLEGE PARKWAY
 FOLSOM CA 95630
 United States

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	332878 POLISHER CRATEX WHEEL FINE 1" X 1/8"	1.00	EA	74.00	74.00	11/07/2013
2- 1	101051 PLAIN BEZEL FN SLVR 3/16" X 28GA	1.00	EA	28.34	28.34	11/07/2013
3- 1	101071 PLAIN BEZEL FN SLVR 3/32" X 28GA	1.00	EA	28.34	28.34	11/07/2013
4- 1	101005 SCAL BEZEL .999 FN SLVR 1/8" X .013"	1.00	EA	29.54	29.54	11/07/2013
5- 1	101703 WIRE SOLDER MED 70% SLVR 20GA RND	1.00	EA	27.45	27.45	11/07/2013
6- 1	SHIPPING	1.00	EA	7.77	7.77	11/07/2013

PER QUOTE 20000180



Sub Total Amount	195.44
Sales Tax Amount	15.02
Total PO Amount	210.46

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	4300	12	FL.VI.AR07	10020	00000	700P	210.46	2014

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

(B50)

Page 1 of 1

Requisition FLC BUSINESS SERVICES

Req. No. 768017
P.O. NO.

Vendor Code 4611
Approved
Terms
F.O.B.

DATE 10.1.13 2013 OCT -9 P 4:23

VENDOR Rio Grande

ADDRESS 7500 Bluewater Rd. NW

CITY Albuquerque STATE NM ZIP 87121

PHONE 800 545-6566 FAX 505-938-4951
 → Charla McGovern

DELIVERY INSTRUCTIONS	
<u>OLVAPA1064</u> <u>04 FLC PAC 1064</u>	
Location Code <u>FLC</u>	<u>VISUAL ARTS</u>
College/District Location <u>Visual+Perf Art</u>	Department <u>11.1.13</u>
Division	Date Required

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	Polisher, Cratex Wheel Fine 1" X 1/8" # 332878	1	PAC	74.00	74.00
2	Plain Bezel FN SLVR 3/16" X 28GA # 101057	1	OZT	28.34	28.34
3	Plain Bezel FN SLVR 3/32" X 28GA # 101071	1	OZT	28.34	28.34
4	SCAL Bezel .999 FN SLVR 1/8" X 0.13 # 101005	1	OZT	29.54	29.54
5	Wire Solder med 70% SLVR 20GA Rnd # 101703	1	OZT	27.54	27.54
6					
7	Prepare PO - per attached Quote #	20000180			
8					
9	Email Order to:				
10					
11					
12	Subtotal				187.67
13	shipping				7.77
Purchases Charged to Categorical Programs, Grants or Special Projects				Sales Tax	
This purchase is in compliance with the requirements of <u>Los Rios</u>				N/A	
Program Director/Coordinator Signature <u>[Signature]</u>			Program Name <u>700P</u>	Total <u>195.44</u>	
For grants/special projects			Project/Grant Number		
Program Goal/Objective Number/Explanation					

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: Alfred Heikes Schmid TYPED/PRINT DATE 10/1/13

REQUESTED BY: [Signature] SIGNATURE DATE 10/1/13

AUTHORIZED: [Signature] DEAN OR AUTHORIZED SIGNATURE DATE 10.1.13

APPROVED: [Signature] VICE PRESIDENT, ADMINISTRATION DATE

Instructions on Reverse

GENFD/4300/12/FL.VI.ARO7

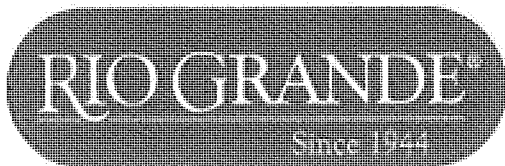
Bus. Unit	Account*	Fund	Org	
<u>10020</u>	<u>00000</u>	<u>2014</u>	<u>700P</u>	\$ <u>195.44</u>
Program	Sub-Class	BY	Proj/Grnt	Amount
/	/	/	/	
Bus. Unit	Account*	Fund	Org	
/	/	/	/	\$
Program	Sub-Class	BY	Proj/Grnt	Amount
/	/	/	/	

* 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. _____

QUOTATION



A Berkshire Hathaway Company

www.riogrande.com

7500 Bluewater Rd. N.W. Albuquerque, NM 87121

Orders & Customer Service: 800.545.6566

e-mail: info@riogrande.com

~~Hello Ruth Nielsen, thank you for your order.~~

Do you follow The Studio, Rio's blog?
Join fellow jewelers at riograndeblog.com

Ship Method: UPS GROUND

~~Ruth Nielsen~~

Customer: 5000073572

Ship To: % Folsom Lake College
10 College Parkway FOLSOM
FOLSOM, CA 95630 US

Quot #: 20000180

Ordered: 09/30/2013

Market Price Silver: \$ 21.84 Gold: \$ 1341 Platinum: \$ 1416 Palladium: \$ 725

Federal TAX ID: 85-0164903

Item	Description	Ordered	Involved	Unit	Unit Price	Ext. Price
332878	POLISHER,CRATEX WHEEL FINE,1"X 1/8"	1.000	0.000	PAC	74.00	74.00
101051	PLAIN BEZEL FN SLVR 3/16" x 28GA (.013")	1.000	0.000	OZT	28.34	28.34
101071	PLAIN BEZEL FN SLVR 3/32" x 28GA (.013")	1.000	0.000	OZT	28.34	28.34
101005	SCAL BEZEL .999 FN SLVR 1/8" X .013"	1.000	0.000	OZT	29.54	29.54
101703	WIRE SOLDER, MED, 70% SLVR, 20GA RND	1.000	0.000	OZT	27.45	27.45

Subtotal \$187.67

Shipping 7.77

Insurance and Handling Included

TOTAL: \$195.44

We buy gold and silver, visit www.riogrande.com/scrap

Charla McGovern
Sales Rep
cmgover@riogrande.com

Please note that market prices for silver change daily!

Page 1 of 1

Please make check payable to Rio Grande and mail to:

Rio Grande

P.O.Box
Albuquerque US 87121

This address for payments only.
Please see reverse for merchandise returns.

PO#

BILL TO:

Los Rios Comm. College Dist.
~~American River College~~
Sacramento
CA, 95630
US

Method of Payment:

Net due in 60 days

% Folsom Lake College
Customer: 5000073572



A Berkshire Hathaway Company

www.riogrande.com

7500 Bluewater Rd. N.W. Albuquerque, NM 87121

Orders & Customer Service: 800.545.6566

Billing Inquiries: 800.396.9895

Packing List

Hello, **Wilson Karnitzk**. Thank you for your order.
Have you been to Rio's blog lately?
See what's new by visiting riograndeblog.com

Ship method: UPS GROUND

Wilson Karnitzk

Customer: 5000073572

Ship to: % Folsom Lake College

Order#: 70078817

10 College Parkway

Delivery#: 80089242

FOLSOM, CA 95630 US

Ordered: 10/30/2013

Item	Description	Quantity	Unit Price	Total Price	Unit
332878	✓ POLISHER, CRATEX WHEEL FINE, 1" X 1/8" 100EA	1.000	1.000	1.000	PAC
101051	✓ PLAIN BEZEL FN SLVR 3/16" x 28GA (.013") 1 Pieces of weight OZT	1.000	1.040	1.040	OZT
101071	✓ PLAIN BEZEL FN SLVR 3/32" x 28GA (.013") 1 Pieces of weight OZT	1.000	1.010	1.010	OZT
101005	✓ SCAL BEZEL .999 FN SLVR 1/8" X .013" 1 Pieces of weight OZT	1.000	1.040	1.040	OZT
101703	✓ WIRE SOLDER, MED, 70% SLVR, 20GA RND 1 Pieces of weight OZT	1.000	1.040	1.040	OZT

Your invoice has been emailed to sayagom@flc.losrios.edu.

If your order contained backordered items they will be shipped at a later date.

We buy gold and silver, visit www.riogrande.com/scrap

% Folsom Lake College

Customer: 5000073572

INVOICE



A Berkshire Hathaway Company

www.riogrande.com

7500 Bluewater Rd. N.W. Albuquerque, NM 87121

Orders & Customer Service: 800.545.6566

Email: info@riogrande.com

Hello, Wilson Karnitzk. Thank you for your order!

Do you follow The Studio, Rio's blog?

Join fellow jewelers at riograndeblog.com

Ship method: UPS GROUND

Wilson Karnitzk

Customer: 5000073572

Ship to: % Folsom Lake College

10 College Parkway
FOLSOM, CA 95630 US

Invoice#: 90087024

Order#: 70078817

Ordered: 10/30/2013

Shipped: 10/31/2013

PO#: 1073903

Market Price Silver: \$22.55 Gold: \$1324.00 Platinum: \$1450.00 Palladium: \$742.00

Federal Tax ID: 85-0164903

Item	Description	Ordered	Shipped	Unit	Unit Price	Ext. Price
332878	POLISHER,CRATEX WHEEL FINE,1"X 1/8" 100EA 1.000 PAC	1.000	1.000	PAC	74.00	74.00
101051	PLAIN BEZEL FN SLVR 3/16" x 28GA (.013") 1 Pieces of weight OZT	1.000	1.040	OZT	29.09	30.25
101071	PLAIN BEZEL FN SLVR 3/32" x 28GA (.013") 1 Pieces of weight OZT	1.000	1.010	OZT	29.08	29.37
101005	SCAL BEZEL .999 FN SLVR 1/8" X .013" 1 Pieces of weight OZT	1.000	1.040	OZT	30.28	31.49
101703	WIRE SOLDER, MED, 70% SLVR, 20GA RND 1 Pieces of weight OZT	1.000	1.040	OZT	28.18	29.31

% Folsom Lake College

Customer: 5000073572

Invoice#: 90087024

INVOICE



A Berkshire Hathaway Company

www.riogrande.com

7500 Bluewater Rd. N.W. Albuquerque, NM 87121

Orders & Customer Service: 800.545.6566

Email: info@riogrande.com

Hello, Wilson Karnitzk. Thank you for your order!

Do you follow The Studio, Rio's blog?

Join fellow jewelers at riograndeblog.com

Ship method: UPS GROUND

Wilson Karnitzk

Customer: 5000073572

Ship to: % Folsom Lake College

10 College Parkway
FOLSOM, CA 95630 US

Invoice#: 90087024

Order#: 70078817

Ordered: 10/30/2013

Shipped: 10/31/2013

PO#: 1073903

Market Price Silver: \$22.55 Gold:\$ 1324.00 Platinum: \$1450.00 Palladium: \$742.00

Federal Tax ID: 85-0164903

We buy gold and silver, visit www.riogrande.com/scrap.

Subtotal	\$194.42
Tax	\$0.00
Shipping	\$7.83
Insurance and Handling	(Included)

TOTAL: \$202.25

Please make check payable to Rio Grande and mail to:

Rio Grande
7500 Bluewater Rd. N.W.
Albuquerque, NM 87121

BILL TO:
Los Rios Comm. College Dist.
American River College
Sacramento, CA 95630 US

Method of Payment:

Net due in 60 days:

\$202.25 due on 12/30/2013

Please retain a copy of this invoice. You will not receive one with your statement.

This address is for payments only.
Please see reverse for merchandise returns.

Thank You!

Page 2 of 2

% Folsom Lake College

Customer: 5000073572

Invoice#: 90087024

Sharing your passion for making jewelry. Products. Service. Know-how.

Haney, Brenda

From: Wong, Barbara
Sent: Tuesday, March 18, 2014 9:30 AM
To: Haney, Brenda
Cc: Harman, Joany; Thao, Yer
Subject: RE: PO 0001073903 to Rio Grande_ UNPAID VOUCHER

Thanks for the information, Brenda. A change order will not be required. I will do override as needed. ☺

Barbara

From: Haney, Brenda
Sent: Tuesday, March 18, 2014 8:29 AM
To: Wong, Barbara; Thao, Yer
Cc: Harman, Joany
Subject: RE: PO 0001073903 to Rio Grande_ UNPAID VOUCHER
Importance: High

Barbara - Rio Grande bills precious metals (silver & gold) - at Market Value at the time of invoice – therefore the unit pricing can vary some from what pricing is at time of quote, as market prices fluctuate daily. Vendor does disclose this information at time of quote – and it was written in on this quote by requesting Area. Please see full PO file attached (PO, REQ, Quote, Packing List, Invoice). Base on this information - please let me know if you will require a change order to match invoice, or if you can override as-is to remit payment.

Joany – I'm sorry the PO hardcopy file was not available, I will look into that further to check if it's been misfiled. Full PO pdf file was saved to the Insider Archives.

Thank you,

Brenda Haney

Business Services

Folsom Lake College | 10 College Parkway | Folsom, CA 95630

☎ 916.608.6635 | ✉ haneyb@flc.losrios.edu

-----Original Message-----

From: Harman, Joany
Sent: Wednesday, March 12, 2014 1:52 PM
To: Haney, Brenda
Subject: FW: PO 0001073903 to Rio Grande

Hi Brenda,

This PO has an unpaid voucher because the quantity is different than what was on the order. I cannot find the PO to look up the quote and compare. Please follow up.

Thanks,

Joany

-----Original Message-----

From: Wong, Barbara
Sent: Wednesday, March 12, 2014 12:34 PM

To: Harman, Joany
Cc: Thao, Yer
Subject: PO 0001073903 to Rio Grande

Hi Joany,

We normally would short pay the invoice to match the PO because of the price quote. However, in this case, both the quantity and per unit cost are higher for PO lines 2 thru 5. For some reason, the vendor is charging items 2 thru 5 on a per ounce basis. Though the dollar amount is small, I cannot override if the quantity does not match the price quote. Please check with the department if the per ounce charge is correct per price quote 20000180. Thanks for your help on this.

Barbara Wong
Accounting Operations Supervisor
Los Rios Community College District
1919 Spanos Court 1 Sacramento CA 95825
Phone: (916) 568-3038
E-mail: wongb@losrios.edu