From: Haney, Brenda
To: Johnson, Colleen
Cc: Light, Julia

Subject: RE: FOR YOUR ACTION_ PO_0003015719 CONCEPTS SCHOOL & OFFICE FURN - DELIVERY STATUS & INVOICE REQUIRED

Date: Monday, November 24, 2014 3:03:12 PM

Attachments: 0003015719 CONCEPTS SCHOOL & OFFICE FURNISHINGS GYM LOCKERS.pdf

Hi Colleen -

Need your assistance in clearing up this PO_0003015719 for GYM.

- 1. We need confirmation of this installation has been completed, or when it is scheduled to be installed. NO RCVR on file.
- 2. If RCVD Please send me an email to confirm, and contact vendor for an invoice. Have vendor email invoice to me, PO#_ 0003015719 must be referenced on invoice(s).
- 3. If NOT RCVD Contact vendor to find out when delivery/installation will be made for PO Line 1 and send me an email to update our files.

Best Regards,

Brenda Haney

Business Services

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

2 916.608.6635 |

haneyb@flc.losrios.edu

PURCHASE ORDER NO DUPLICATE

0003015719

Date 06/27/2014	Revision	Page
Payment Terms	Freight Terms	Ship Via
NET 30 Sh	ipping Point	Best Metho
Reference: 3004729 JOHNSO	NC POONV	Location / Dept 04ATHC PE/H/A

Vendor: 0000034366 CONCEPTS SCHOOL AND OFFICE FURNISHINGS

P O BOX 374

ROSEVILLE CA 95661

Phone:

(916) 296-6233 (916) 471-0467

Fax: 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

Tay Evampt2 N

Line-Sch	Item/Description	Quantity UOM	PO Price	Extended Amt	Due Date
1- 1	LOCKERS, LIST INDUSTRIES HEAVY DUTY MARQUIS CHAMPION ALL-WELDED	1.00 LOT	77,985.00	77,985.00	07/11/2014

QUOTE DATED 5/5/14 PRICE INCLUDES DELIVER, INSTALLATION AND 8.0% CALIFORNIA SALES TAX

INSURANCE DOCUMENT MUST BE ON FILE PRIOR TO INSTALLATION

FAX PO TO 916-471-0467

Sub Total Amount	77,985.00
Sales Tax Amount	0.00
Total PO Amount	77,985.00

BYear Org Fd Prog Proj Amount FL.VA.BEQP 71000 00100 COPFD 222X 77,985.00 6490 2015

0003004729KIRKLINK17-JUN-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

Unauthorized

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.

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.
- ROB 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.

Requisition

Vendor:

CONCEPTS SCHOOL AND OFFICE FURNISHINGS P O BOX 374 ROSEVILLE CA 95661 United States

Ship To:

RECEIVING 10 COLLEGE PARKWAY FOLSOM CA 95630

COPFD **OPEN Business Unit:** Req ID: Date

0003004729 06/17/2014 Requester

Bldg# PE/H/A

Page

Colleen R Johnson
Requester Signature

Buyer: Vivian Poon

Approved:

Extended Amt Due Date Line-Schd 1-1 Quantity UOM Price Description LIST INDUSTRIES HEAVY DUTY MARQUIS

CHAMPION ALL-WELDED LOCKERS

JOB 77,985.00 77,985.0006/24/2014

ASSET DEPT: PE/H/A

LOCATION: 04ATHC

CATEGORY: EQUIP

1

Total Requisition Amount:

77,985.00

Price includes deliver, installation and 8.0% California Sales Tax See attached quote #

COPFD

Acct Fd 6490 43

<u>Prog</u> FL.VA.BEQP 71000 00100

<u>Proi</u> 222X

Amount 77,985.00

LOS RIOS COMMUNITY COLLEGE DISTRICT

Sole Source Purchase Justification Commodity/Service: Estimated annual expenditure for the above commodity or service: \$: 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 fulfils 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). 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). 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). THE PARTS/EQUIPMENT IS NOT INTERCHANGEABLE WITH SIMILAR PARTS OF ANOTHER MANUFACTURER. (Explain in separate memorandum). 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). THE PARTS/EQUIPMENT IS REQUIRED FROM THIS SOURCE TO PERMIT STANDARDIZATION. (Attach memorandum describing basis for standardization request). CALIFORNIA MULTIPLE AWARD SCHEDULE (CMAS)PURCHASE CONTRACT NO: "PIGGY-BACK"/UMBRELLA PURCHASE ON ANOTHER GOVERNMENT ENTITY'S CONTRACTS 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. AUTHORIZED SIGNATURE SOLE SOURCE AUTHORIZATION: (PURCHASING USE ONLY) □ APPROVED □ DISAPPROVED Guidelines Div. #: Date:



June 10, 2014

Colleen Johnson Folsom Lake College 10 College Parkway Folsom, CA 95630

RE:

FOLSOM COLLEGE - LIST INDUSTRIES METAL LOCKERS

Dear Ms. Johnson:

Concepts School Furnishings is currently the exclusive supplier of List Industries -All Welded Marquis Champion Lockers for Sacramento and Placer County thru our California Distributor Southwest Specialities. WE understand that they have provided pricing and shop drawings for your New Folsom Lake College Gym Building and look forward to receiving the final order for the lockers. Once the final finishes are selected and the field verified shop drawings are approved the lockers will ship for installation in 8-10 weeks.

Thank you for your order and we look forward to providing your new LIST –Marquis Champion lockers thru our dealer Concepts School Furnishings.

Very truly yours,

List Industries Inc.

Thomas D. Champa

Vice President, Sales & Marketing

LD.Cem

cc Sam Smith, President – Southwest Specialties Mike Swanson - Concepts.

Date: June 17, 2014

TO: District Office Purchasing

From: Kathleen Kirklin, Vice President, Administration

Colleen Johnson, Campus Operations Supervisor

SUBJECT: Justification for Sole-Source Procurement

Requisition No. 0003004729 **Vendor Name:** Concepts School and Office Furnishings

Concepts School and Office Furnishings is the sole provider of List Industries – All-Welded Marquis Champion Lockers in the Sacramento and Placer County. (Manufacturer's memo attached)

<u>All</u> lockers on the Folsom Lake College campus are "List Industries – All-Welded Marquis Champion Lockers." The lockers are ventilated, fully-framed, all-welded construction with heavy-duty 13 gauge, 7-knuckle, 3-1/2" hinges – built for heavy athletic use; thus, meeting the specialized needs of the athletic department and college. Additionally, Concepts School and Office Furnishings have met with Flint Builders (gym contractor) and designed the lockers per drawings provided by Flint Builders.

Concepts

School and Office Furnishings
P.O. Box 374 *Roseville, CA 95661
Phone (916)296-6233 * Fax (916)471-0467

A California Corporation

Colleen Johnson Folsom Lake College 10 College Parkway Folsom, CA 95630 May 5,2014

RE: FOLSOM COLLEGE - LIST INDUSTRIES METAL LOCKER PROPOSAL

Dear Colleen:

The below is the revised *List Industries* Marquis Champion Locker proposals for the New the New Folsom Lake College Gym Building based on the Redlands School District Piggybackable bid. The below pricing is based on the attached floor plan drawings utilizing 18"W x 18"D x 72"H Single Tier lockers with sloped tops in the team rooms and staf lockers and 18"x18"x72" High 2 Teir Lokers in the Officials locker rooms per the attached. A final set of shop drawings will need to be approved prior to production of the lockers based on the final field dimensions.

Quantity:	Description:	Total Price:
1 Lot	List Industries Heavy Duty Marquis	\$77,985.00
	Champion All-Welded Locker as	
	Described herein:	

• 192 Columns (192 openings) of 18"W x 18"D x 72"H Single Tier Lockers located in the Gym Building. Per the attached Drawing

Men's Staff Locker Room 1567 Ea. LockersWomen's Staff Locker Room 1587 Ea. LockersMen's Student Locker Room 143,14189 Ea. LockersWomen's Student Locker Room145,14789 Ea. Lockers

• 6 Columns (12 openings) of 18"W x 18"D x 72"H Double Tier Lockers located Official Locker Rooms.

Per the attached Drawing

Men's Official Locker Room 160 3 Ea. Lockers Women's Official Locker Room 162 3 Ea. Lockers

198

- 18-Gauge Body Components.
- Finished Sloped Top Boxed End Panels
- 14-Gauge Diamond Perforated Doors.
- 3" wide 18-gauge full height door stiffener.
- Handle: Deep-drawn seamless stainless steel recessed handle.
- Latching: Single-Point Maintenance Free quiet latching.
- Hinges: 3 Ea. 3 ½" 7 Knuckle Heavy Duty 13 Gauge, 7-Knuckle hinges.
- Hooks -2 Single Hooks and 1 hook double hook per opening
- 1 Ea.16 Gauge Shelf per Opening
- Shelf Shall have a 14" clear opening space.
- Standard base construction only to be mounted to raised concrete base
- ADA Lockers per attached drawing final location to be determined.
- Warranty: Lifetime.
- Locker Numbering: Needed

NOTES:

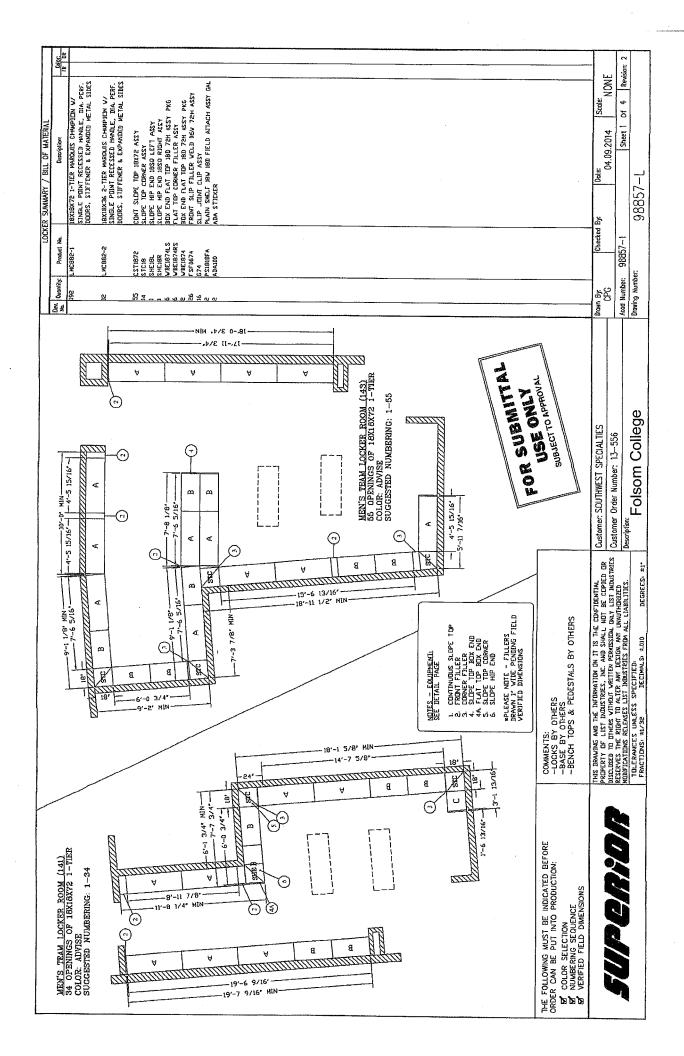
- 1) Proposals above include material delivery, installation, and California sales tax.
- 2) The Lead-time for lockers is currently ten to twelve weeks after receipt of finishes and numbering sequences. Lead time is currently subject to change.
- 3) Locker shall be anchored using standard Manufacturer methods only.
- 4) Lockers shall be anchored directly to the wall and Concrete base per the Manufacrueres specifications. Owner is responsible for having adequate blocking within the wall cavity to enable installation.

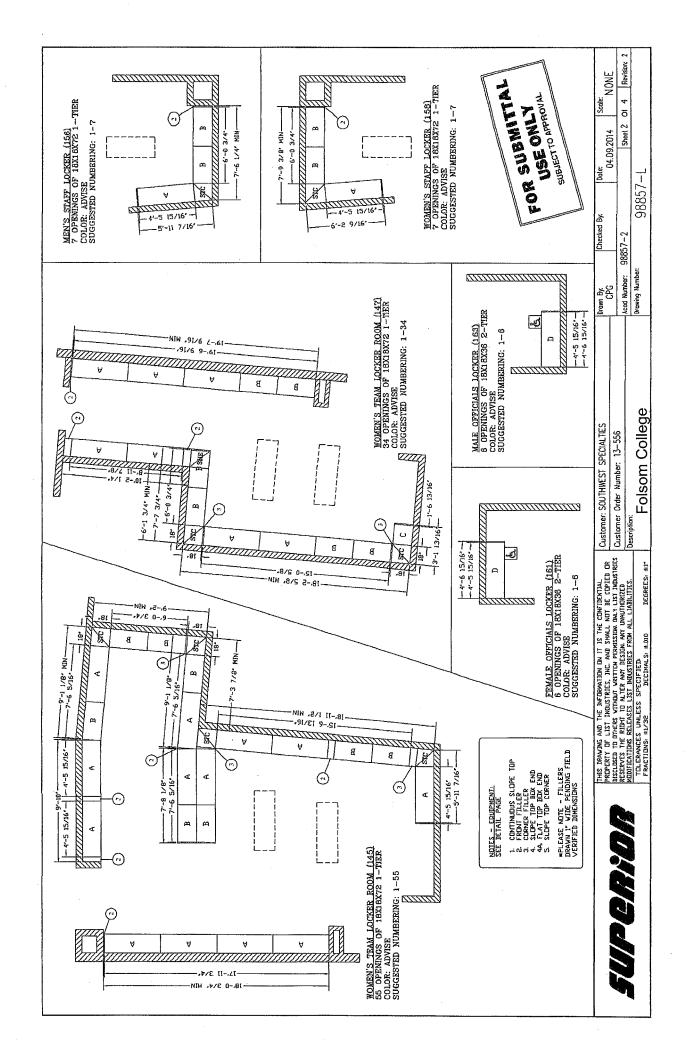
If you have any questions, or need additional information, please do not hesitate to contact me.

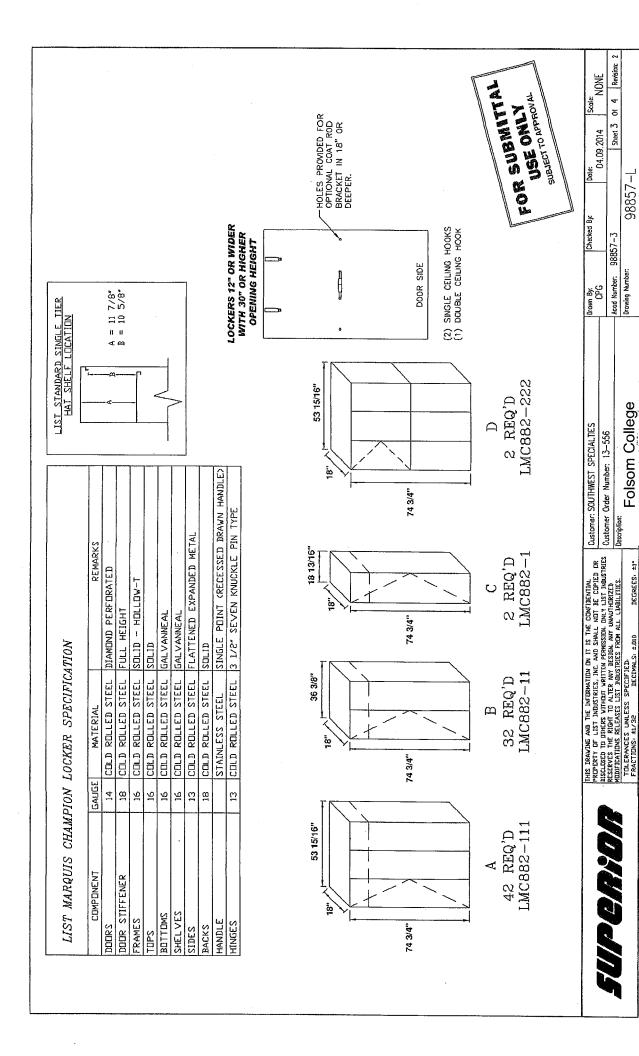
Sincerely:

Mike Swanson

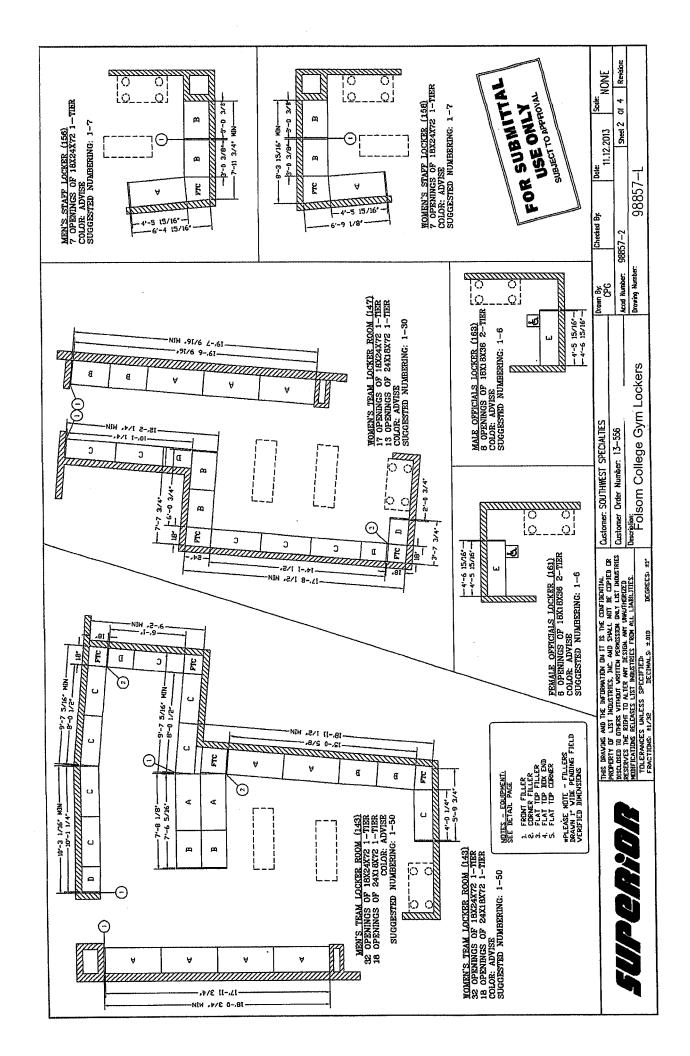
Mike Swanson

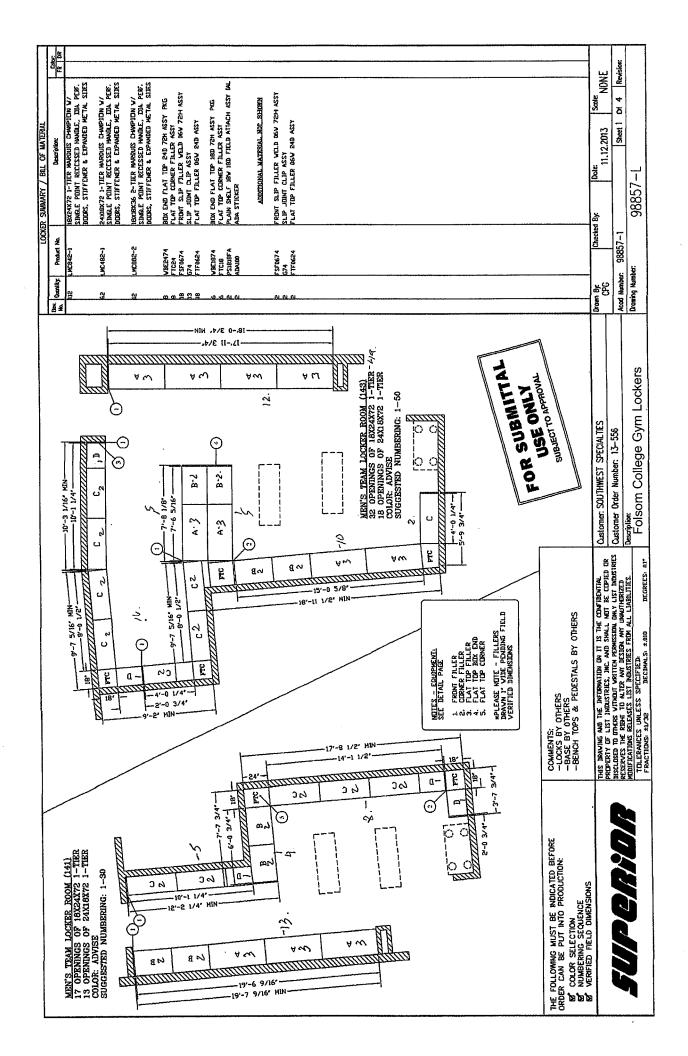


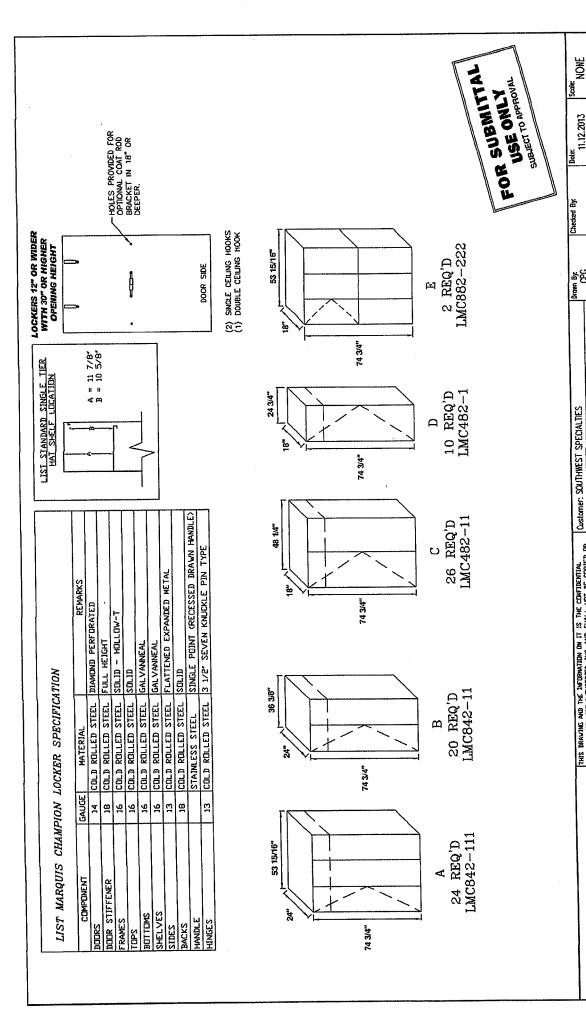




98857-1







THES BRAVING AND THE INFURANTION ON IT IS THE CONTINENTIAL PROPERTY OF LIST INDUSTREES, INC. AND STALL, LAT DE COPPLED OR MINISTED ON PRINCES UTTOWN VATTER PERMISSING, DAY LIST INDUSTREES RESERVE THE RIBERT OF ALLE WAT INSURED FROM ALL LIABILITIES.

TOLE PRACES UNLESS SPECIFICED.
FRACTIONS 41/22.

DECINALS 41/22.

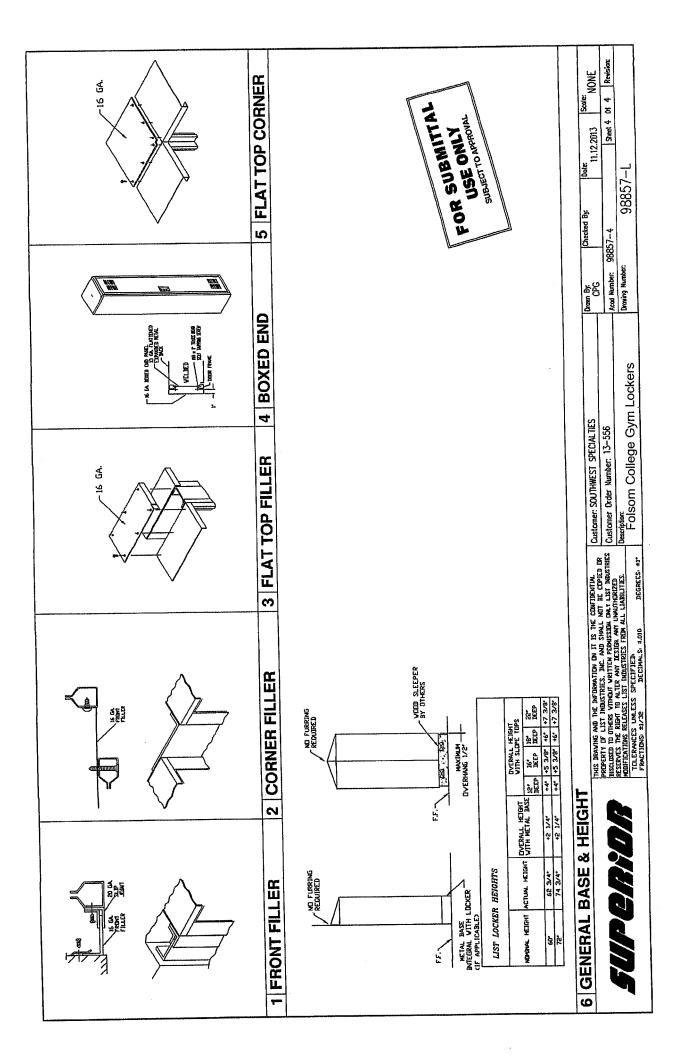
DECINALS 41/22.

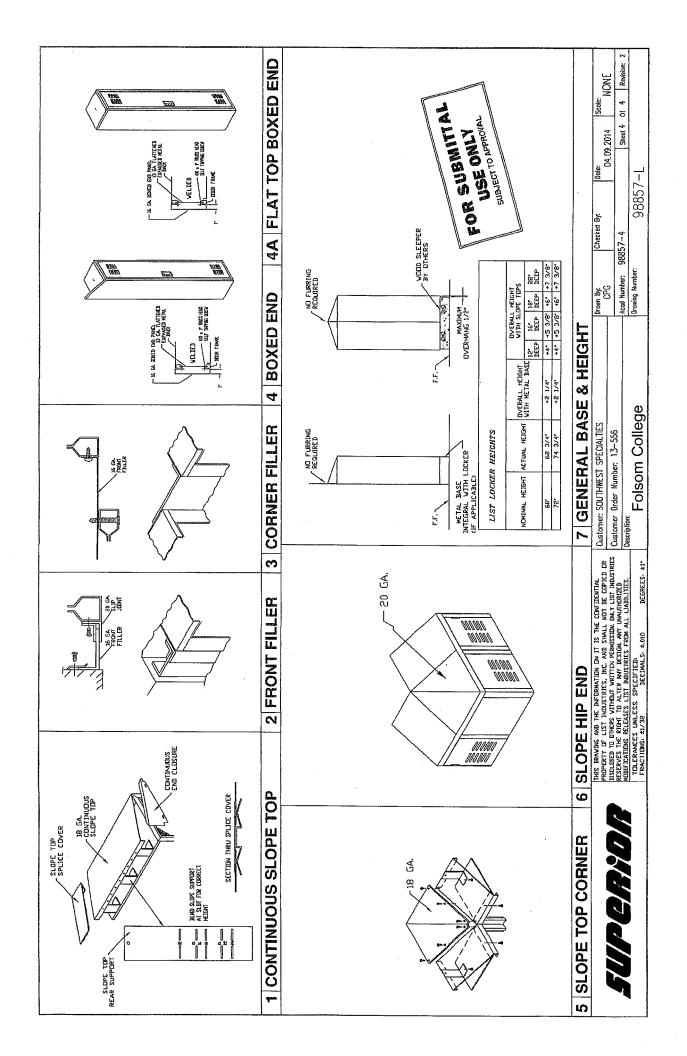
Folsom College Gym LOckers

Acod Number: 98857-3 Drowing Number:

Sheet 3 11.12.2013 98857-1 Brown By: CPC Customer: SOUTHWEST SPECIALTIES Customer Order Number: 13-556

Of 4 Revision:







ACORD 25 (2001/08)

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 07/01/2014

•	سسينا						J., J., Z., Z., Z., Z., Z., Z., Z., Z., Z., Z	
PRODUCER Michael D. Jacobson Insurance 24619Washington Avenue Suite 205			THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.					
Mu	rieta	a, California 92562		INSURERS AF	NAIC#			
INSU	RED			INSURER A: The	Hartford			
					ancial Indemity Co	mpany		
		Concepts School & Offic	e Furniture LLC	INSURER C:				
		27480 Colt Ct.		INSURER D:				
		Temecula, CA 92590		INSURER E:				
		GES						
Al Pi	NY RE	LICIES OF INSURANCE LISTED BELC QUIREMENT, TERM OR CONDITION (N, THE INSURANCE AFFORDED BY T ES. AGGREGATE LIMITS SHOWN MAY	OF ANY CONTRACT OR OTHER DO THE POLICIES DESCRIBED HEREII	CUMENT WITH RES N IS SUBJECT TO AL	PECT TO WHICH TH	HIS CERTIFICATE MAY BE ISS	SUED OR MAY	
INSR LTR			POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS		
A	Χ	GENERAL LIABILITY	72SBABO0460	05/07/2014	05/07/2015	EACH OCCURRENCE \$	2,000,000	
		COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurence)	300,000	
		CLAIMS MADE 🗸 OCCUR	·			MED EXP (Any one person) \$		
İ						PERSONAL & ADV INJURY \$		
						GENERAL AGGREGATE \$		
		GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PROJECT LOC				PRODUCTS - COMP/OP AGG \$	4,000,000	
В	Х	AUTOMOBILE LIABILITY ANY AUTO	CCFICR1543416	05/05/2014	05/05/2015	COMBINED SINGLE LIMIT (Ea accident)	1,000,000	
		ALL OWNED AUTOS SCHEDULED AUTOS				BODILY INJURY (Per person)		
		HIRED AUTOS NON-OWNED AUTOS			:	BODILY INJURY (Per accident)	5	
						PROPERTY DAMAGE (Per accident)	S	
		GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT		
		ANY AUTO				OTHER THAN AUTO ONLY: AGG S		
A		EXCESS/UMBRELLA LIABILITY	72SBABO0460	05/07/2014	05/07/2015	EACH OCCURRENCE	0.000.000	
		OCCUR CLAIMS MADE				AGGREGATE S		
		DEDUCTIBLE						
		RETENTION \$ 10,000				3	3	
	WOF	KERS COMPENSATION AND LOYERS' LIABILITY				WC STATU- OTH- TORY LIMITS ER		
	l	PROPRIETOR/PARTNER/EXECUTIVE				E.L. EACH ACCIDENT \$		
		CER/MEMBER EXCLUDED? s, describe under			,	E.L. DISEASE - EA EMPLOYEE \$	3	
	SPE	CIAL PROVISIONS below				E.L. DISEASE - POLICY LIMIT S	5	
	отн	ER						
t .		ON OF OPERATIONS / LOCATIONS / VEHIC ations" (Written Endorsement(s) Att		SEMENT / SPECIAL PR	OVISIONS			
CE.	TIF	CATE HOLDER		CANCELLATI	ON			
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Los Rios Community College District				R WILL ENDEAVOR TO MAIL	ا ر			
1919 Spanos Court					R NAMED TO THE LEFT, BUT FAIL	7		
		Sacremento, CA 95825		IMPOSE NO OBL	IGATION OR LIABILITY	OF ANY KIND PON THE INSURE	ER, ITS AGENTS OR	
				REPRESENTATIV		2 Kol X	<i>Y</i>	
				AUTHORIZED RE Michael Jac	1 1/1	CLUUTA	<i>[</i>	
L		07 (0004/00)	· · · · · · · · · · · · · · · · · · ·	INICHAEL JAC	CDSOII CO	7/1	RPORATION 1988	
ΔC	UBU.	25 (2001/08)				/ WIACURD CO	JKPUKAHUN 1988	

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

->

Jeannette Brady

Page 002

DESIGNATED INSURED ENDORSEMENT

This endorsement forms a part of Policy No. CCFICR1543416-00 issued to

CONCEPTS SCHOOL & OFFICE

by the (Name of Insurance Company)

Financial Indemnity Company

at its Agency

located (city and state) Dallas, Texas

and the second second

and is effective from

08/07/2013 (12:01 a.m. Standard Time).

Name of Person(s) or Organization(s): LOS RIOS COMMUNITY COLLEGE DIS

Each person or organization indicated above is an insured for Liability Coverage, but only to the extent that person or organization qualifies as an insured under Part I, Liability of the policy.

Nothing herein contained shall be held to vary, alter, waive, or extend any of the terms, limits of liability, conditions or exclusions of the policy to which this endorsement is attached, other than as stated above.

This endorsement must be attached to the revision Declarations when issued after the policy is written.



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - OWNERS, LESSES OR CONTRACTORS - SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

BUSINESS LIABILITY COVERAGE FORM

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

Los Rios Community College District

Location(s) Of Covered Operations:

1919 Spanos Court, Sacramento, CA 95825

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

- A. Section C. Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:
 - 1. Your acts or omissions; or
 - 2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above. B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

- All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
- 2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

Form SS 41 70 06 11 Process Date: 07/01/2014

Policy Expiration Date:

Page 1 of 1

05/07/2015



Invoice

Invoice Number:

16426

Date:

10/31/2014

	Fax:	951-296-5594 www	.concepts-furnishings.com		
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LOS RIOS COMMUNITY 1919 SPANOS COURT SACRAMENTO CA 95823 Folsom Lake College Receiving 10 College Parkway Folsom, CA 95630

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1	LOT Furn	LIST INDUSTRIES MARQUIS	77,985.00	1	0	0	77985.00T
		CHAMPION LOCKERS					
		192 COLUMNS (192 OPENINGS) OF 18"W X 18"D X	,				
		72"H					
	İ	SINGLE TIER LOCKERS					
	}	LOCATED IN GYM BUILDING.					
	:	PER ATTCHED DRAWING					
	. ,	MEN'S STAFF LOCKER ROOM 156, 7 EA LOCKERS					
		WOMEN'S STAFF LOCKER					
		ROOM 158, 7 EA. LOCKERS	·				
		MEN'S STUDENT LOCKER					
	Ì	ROOM, 143-141, 89EA.					
		LOCKES WOMEN'S STUDENT LOCKER					
		ROOM, 145-147, 89 EA.					
		LOCKERS					
		6 COLUMNS (12 OPENINGS) OF 18"W X 18"D X 72"H					
,		DOUBLE TIER LOCKERS			ı		
		LOCATED OFFICIAL LOCKER					Ì
		ROOMS	,	,			
		PER ATTACHED DRAWINGS	·				
}		MEN'S OFFICIAL LOCKER					
		ROOM 160, 3EA. LOCKERS					
		WOMENS OFFICIAL LOCKER					
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Temecula, CA 92590 Office: 951-296-5591

Invoice Number:

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10/31/2014

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LOS RIOS COMMUNITY 1919 SPANOS COURT **SACRAMENTO CA 95823** Folsom Lake College Receiving 10 College Parkway Folsom, CA 95630

98 TOTAL LOCKERS 18-GAUGE BODY COMPONETS FINISHED SLOPED TOP BOXED END PANELS 14-GAUGE DIAMOND PERFORATED DOORS 3" WIDE 18-GAUGE FULL HEIGHT DOOR STIFFENER HANDLE: DEEP-DRAWN SEAMLESS STAINLESS STEEL RECESSED HANDLE LATCHING; SINGLE-POINT MAINTENANCE FREE QUIT LATCHING HINGES: 3 EA. 3 1/2" 7 KNUCKLE HEAVY DUTY 13-GAUGE; T-KNUCKLE HINGES HOOKS - 2 SINGLE HOOKS AND 1 HOOK DOUBLE HOOK PER OPENING 1 EA. 16-GAUGE SHELF PER OPENING SHELF SHALL HAVE 14" CLEAR OPENING SPACE STANDARD BASE CONSTRUCTION ONLY TO MOUNTED TO RAISED CONCRETE BASE ADA LOCKERS PER ATTACHED DRAWING FINAL LOCATION TO DETERMINED WARRANTY: LIFETIME LOCKER NUMBERING NEEDED Concealed damage must be reported within 15 days of receipt of order Thank you for your business. Bubtotal Sales Tax (8.5%) Payments/Credits Rappor December Payments/Credits	Oty / Item Code	Description	-Unit Brices	. Ordereda	Farance in the	13/(0)	Amaun =	
Concealed damage must be reported within 15 days of receipt of order Sales Tax (8.5%) Thank you for your business. Payments/Credits		98 TOTAL LOCKERS 18-GAUGE BODY COMPONETS FINISHED SLOPED TOP BOXED END PANELS 14-GAUGE DIAMOND PERFORATED DOORS 3" WIDE 18-GAUGE FULL HEIGHT DOOR STIFFENER HANDLE: DEEP-DRAWN SEAMLESS STAINLESS STEEL RECESSED HANDLE LATCHING: SINGLE- POINT MAINTENANCE FREE QUIT LATCHING HINGES: 3 EA. 3 1/2" 7 KNUCKLE HEAVY DUTY 13-GAUGE, 7-KNUCKLE HINGES HOOKS - 2 SINGLE HOOKS AND 1 HOOK DOUBLE HOOK PER OPENING 1 EA. 16-GAUGE SHELF PER OPENING SHELF SHALL HAVE 14" CLEAR OPENING SPACE STANDARD BASE CONSTRUCTION ONLY TO MOUNTED TO RAISED CONCRETE BASE ADA LOCKERS PER ATTACHED DRAWING FINAL LOCATION TO DETERMINED WARRANTY: LIFETIME LOCKER NUMBERING						
Thank you for your business. Payments/Credits	Concealed damage	Concealed damage must be reported within 15 days of receipt of order					· · · · · · · · · · · · · · · · · · ·	
		Thank you for your business.						
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Invoice

Invoice Number:

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Date:

10/31/2014

	Fax:	951-296-5594 www	concepts-furnishings.com		
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LOS RIOS COMMUNITY 1919 SPANOS COURT SACRAMENTO CA 95823 Folsom Lake College Receiving 10 College Parkway Folsom, CA 95630

O ty.	special*	COST FOR TRIM PIECES PER FLINT BUILDERS, MARK MENNUCCI	1,248.24	i i i i i i i i i i i i i i i i i i i	O	Separate the Adaptive of the State of the St	1248.24T
		must be reported within 15 days of recei Thank you for your business.		Payme	Γax (8.5%) ents/Credits		\$79,233.24 \$6,734.83 \$0.00
Ac	harge of 1-1/2%	% per month will be added to all past due	accounts.	Balan	ce Due		\$85,968.07

Thiessen, Levi

From:

Raines, Christopher

Sent:

Tuesday, December 02, 2014 3:51 PM

To:

Thiessen, Levi

Subject:

FW: FOR YOUR ACTION, PO 0003015719 CONCEPTS SCHOOL & OFFICE FURN -

DELIVERY STATUS & INVOICE REQUIRED

Here you go

From: Haney, Brenda

Sent: Monday, November 24, 2014 3:03 PM

To: Johnson, Colleen **Cc:** Light, Julia

Subject: RE: FOR YOUR ACTION_ PO_0003015719 CONCEPTS SCHOOL & OFFICE FURN - DELIVERY STATUS &

INVOICE REQUIRED

Hi Colleen -

Need your assistance in clearing up this PO_0003015719 for GYM.

- 1. We need confirmation of this installation has been completed, or when it is scheduled to be installed. NO RCVR on file.
- 2. If RCVD Please send me an email to confirm, and contact vendor for an invoice. Have vendor email invoice to me, PO#_ 0003015719 must be referenced on invoice(s).
- 3. If NOT RCVD Contact vendor to find out when delivery/installation will be made for PO Line 1 and send me an email to update our files.

CONCEPTS SCHOOLF DRFICE

P.O. 0003015719

REVR 0003026387

12/2/14 LMT

Best Regards,

Brenda Haney

Business Services

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

2 916.608.6635 |

haneyb@flc.losrios.edu



Invoice

Invoice Number: 16426

Date:

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	Fax:	951-296-5594 www.	concepts-furnishings.com		
Terms	Sales Rep.	Sales Order No.	Purchase Order No. Ship Date		Due Date
Net 30	MS	14464	0003015719	10/29/2014	11/30/2014

Bill To: Ship To:

LOS RIOS COMMUNITY 1919 SPANOS COURT SACRAMENTO CA 95823 Folsom Lake College

Receiving

10 College Parkway Folsom, CA 95630

Qty	Item Code	Description	Unit Price	Ordered	Prev. Inv.	В/О	Amount
1	LOT Furn	LIST INDUSTRIES MARQUIS CHAMPION LOCKERS 192 COLUMNS (192 OPENINGS) OF 18"W X 18"D X 72"H SINGLE TIER LOCKERS LOCATED IN GYM BUILDING. PER ATTCHED DRAWING MEN'S STAFF LOCKER ROOM 156, 7 EA LOCKERS WOMEN'S STAFF LOCKER ROOM 158, 7 EA. LOCKERS MEN'S STUDENT LOCKER ROOM, 143-141, 89EA. LOCKES WOMEN'S STUDENT LOCKER ROOM, 145-147, 89 EA. LOCKERS 6 COLUMNS (12 OPENINGS) OF 18"W X 18"D X 72"H DOUBLE TIER LOCKERS LOCATED OFFICIAL LOCKER ROOMS PER ATTACHED DRAWINGS MEN'S OFFICIAL LOCKER ROOM 160, 3EA. LOCKERS WOMENS OFFICIAL LOCKER ROOM, 162, 3EA LOCKERS	72,208.34	1	0	0	72208.34T
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Conceased damage must be reported within 15 days of receipt of order	Subtotal	
	Sales Tax (8.0%)	
Thank you for your business.	Payments/Credits	
A charge of 1-1/2% per month will be added to all past due accounts.	Balance Due	



Invoice

Invoice Number: 16426

Date: 10/31/2014

	Fax:	951-296-5594 www.	concepts-furnishings.com		
Terms	Sales Rep.	Sales Order No.	Purchase Order No.	Ship Date	Due Date
Net 30	MS	14464	0003015719	10/29/2014	11/30/2014

Bill To: Ship To:

LOS RIOS COMMUNITY 1919 SPANOS COURT SACRAMENTO CA 95823 Folsom Lake College Receiving

10 College Parkway

Folsom, CA 95630

Qty	Item Code	Description	Unit Price	Ordere	ed Prev. Inv.	В/О	Amount
		98 TOTAL LOCKERS 18-GAUGE BODY COMPONETS FINISHED SLOPED TOP BOXED END PANELS 14-GAUGE DIAMOND PERFORATED DOORS 3" WIDE 18-GAUGE FULL HEIGHT DOOR STIFFENER HANDLE: DEEP-DRAWN SEAMLESS STAINLESS STEEL RECESSED HANDLE LATCHING: SINGLE-POINT MAINTENANCE FREE QUIT LATCHING HINGES: 3 EA. 3 1/2" 7 KNUCKLE HEAVY DUTY 13-GAUGE, 7-KNUCKLE HINGES HOOKS - 2 SINGLE HOOKS AND 1 HOOK DOUBLE HOOK PER OPENING 1 EA. 16-GAUGE SHELF PER OPENING SHELF SHALL HAVE 14" CLEAR OPENING SPACE STANDARD BASE CONSTRUCTION ONLY TO MOUNTED TO RAISED CONCRETE BASE ADA LOCKERS PER ATTACHED DRAWING FINAL LOCATION TO DETERMINED WARRANTY: LIFETIME LOCKER NUMBERING NEEDED					
Co	Concealed damage must be reported within 15 days of receipt of order				Subtotal		\$72,208.34
	Thank you for your business.				Sales Tax (8.0%)		\$5,776.67
					Payments/Credits		\$0.00
A	A charge of 1-1/2% per month will be added to all past due accounts.				Balance Due		\$77,985.01

From: <u>Johnson, Colleen</u>

To: <u>Harman, Joany; Haney, Brenda</u>
Subject: FW: Folsom College Lockers
Date: Friday, January 16, 2015 5:06:06 PM

Attachments: image006.png

image007.png image008.png image009.png

6-30-14 College P.O. 0003015719.pdf

12-3-14 Inv 16426 from Concepts-revised.pdf

FYI -

From: Mike Swanson [mailto:lwh@surewest.net]

Sent: Friday, January 16, 2015 3:45 PM

To: Kaldani, Jacqueline

Cc: Johnson, Colleen; 'Debbie Blanchette' **Subject:** RE: Folsom College Lockers

Colleen,

I just spoke with Kathy and she indicated that she could pay the revised invoice that I sent over next Tuesday with the check to go out on Friday. Thanks for your assistance and for bringing this to my attention.

Mike Swanson



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From: Mike Swanson [mailto:lwh@surewest.net]

Sent: Friday, January 16, 2015 3:38 PM **To:** Jackie Kaldani (<u>kaldani@losrios.edu</u>)

Cc: 'Johnson, Colleen'

Subject: FW: Folsom College Lockers

Jackie.

Colleen at Folsom Lake College suggested that I send you the revised invoice for the Locker's that we had provided for the New Folsom College Gym. Attached is a copy of the revised invoice that matches Los Rios P.O # 0003015719 per the attached . Please call or e-mail if you have any questions or need additional information.

Thanks

Mike Swanson



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From: Mike Swanson [mailto:lwh@surewest.net]

Sent: Friday, January 16, 2015 3:24 PM

To: 'Johnson, Colleen'

Subject: RE: Folsom College Lockers

Colleen.

The attached is the revised invoice for the Lockers that matches the District P.O. per the attached. I have already Ron Friend the invoice for the extra trim pieces that he was going to take care of.

Thanks

Mike Swanson



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From: Johnson, Colleen [mailto:JohnsoC@flc.losrios.edu]

Sent: Wednesday, January 07, 2015 2:39 PM

To: 'Mike Swanson' Cc: 'Debbie Blanchette'

Subject: RE: Folsom College Lockers

Hi Mike -

The holiday break was nice, thanks for asking – always tough to come back and hit the deck running again! How were your holidays?

I'll double check the status of the invoice with District Purchasing and follow up with you.

The extra locker door can be dropped off at Receiving (right side of the loading dock) in Campus Services building. The lockers look very nice – thanks for doing another great job at FLC!

Happy New Year -

Colleen Johnson | Campus Operations Supervisor Folsom Lake College | 10 College Parkway | Folsom, CA 95630 **p.** 916.608.6585 | **f.** 916.608.6746 | Collegen.Johnson@flc.losrios.edu | http://flc.losrios.edu From: Mike Swanson [mailto:lwh@surewest.net]
Sent: Wednesday, January 07, 2015 1:33 PM

To: Johnson, Colleen **Cc:** 'Debbie Blanchette'

Subject: FW: Folsom College Lockers

Colleen,

Hope you had a good Holiday Break. I wanted to resend the below since was originally sent prior to the Holidays when things were a little hectic for all. Can we get an update on when the attached invoiced will be processed for payment?

I also wanted to bring by an extra locker door that was received with the shipment, that could be used down the road if needed as a spare. Do you have an onsite maintenance person that I could leave the extra door with? The new GYM looks great by the way.

Please call or e-mail with any questions.

Thanks.

Mike Swanson



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From: Mike Swanson [mailto:lwh@surewest.net]
Sent: Wednesday, December 17, 2014 12:08 PM

To: 'Johnson, Colleen'

Subject: RE: Folsom College Lockers

Colleen.

It took me a while, to get the invoice redone for the lockers that were installed in the gym.. Attached is the corrected invoice that matches the P.O. amount. I will send the invoice for the extra trim pieces required to Ron.

Please call or email with any questions.

Thanks

Mike Swanson



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From: Johnson, Colleen [mailto:JohnsoC@flc.losrios.edu]

Sent: Wednesday, December 03, 2014 2:58 PM

To: Mike Swanson; 'Mark Mennucci'

Cc: Friend, Ron

Subject: RE: Folsom College Lockers

Mike -

You need to send a separate invoice of \$1248 for the additional trim pieces to Ron Friend. It should not be included in the college's invoice. The college's invoice should be the exact amount of the PO.

If you have any questions, please give me a call.

Thanks, Colleen

From: Mike Swanson [mailto:lwh@surewest.net]
Sent: Wednesday, December 03, 2014 2:25 PM

To: Johnson, Colleen; 'Mark Mennucci'

Cc: Friend, Ron

Subject: FW: Folsom College Lockers

Colleen.

I was instructed to invoice the District for the Additional Trim pieces for the Folsom College Locker Room per the attached and below. Let me know if I need to make any changes to the invoice or invoice Flint Builders directly for the additional trim pieces.

Thanks

Mike Swanson



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From: Mark Mennucci [mailto:mmennucci@flintbuilders.com]

Sent: Wednesday, August 27, 2014 12:31 PM

To: Mike Swanson; "Friend, Ron' (friendr@losrios.edu)"

Cc: Doug Gammelgard; Raymond Pippin **Subject:** RE: Folsom College Lockers

Mike,

Thank you for the updated pricing. Please proceed with ordering the extra trim pieces for the amount listed (\$1,248) in the attached quote and I will make sure to reimburse the District for this.

Ron, we wanted to coordinate the lockers in the locker rooms to have a slight overhang over the tile cove base while making sure there would be no vertical gaps visible on the end lockers off the wall, so we are having Concepts provide some additional trim pieces to properly close these gaps off with material that matches the locker finish. We have also asked for trim pieces to account for any gap present between back-to-back locker conditions. Included in our next CO package with you, I will include this credit amount to the District so that this money can be used on your end to pay Concepts since you are directly contracted with him. Please let me know if this works for you. Thanks Ron.

Regards,

Mark Mennucci, Project Manager, LEED® AP

Flint Builders 401 Derek Place, Roseville CA 95678 I (916) 757-1000 office I (916) 825-2378 mobile I www.flintbuilders.com

A Better Building...A Better Building Experience!

From: Mike Swanson [mailto:lwh@surewest.net]
Sent: Wednesday, August 27, 2014 12:11 PM

To: Mark Mennucci

Cc: Doug Gammelgard; Raymond Pippin **Subject:** RE: Folsom College Lockers

Mark

It took me a while to get the factory to separate the pricing out for the additional trim pieces that you had requested for the Folsom College Locker project. The attached is the quote for these pieces.

WE are currently scheduled to have the lockers delivered the week of 10-2-14.

Please call or e-mail with any questions

Mike Swanson



School and Office Furnishings Phone (916) 296-6233 Fax (916)471-0467

www.concepts-furnishings.com

From: Mark Mennucci [mailto:mmennucci@flintbuilders.com]

Sent: Thursday, August 14, 2014 3:46 PM

To: Mike Swanson

Cc: Doug Gammelgard; Raymond Pippin

Subject: RE: Folsom College Lockers

As discussed, we would like to revise the added scope to only include trim pieces to cover the gap conditions for:

- 1) Back-to-back lockers
- 2) Vertical gaps between end lockers and the wall behind them.

All other gaps will be caulked by us. Please send me a revised price. Thanks Mike.

Regards,

Mark Mennucci, Project Manager, LEED® AP Flint Builders 401 Derek Place, Roseville CA 95678 I (916) 757-1000 office I (916) 825-2378 mobile









From: Mike Swanson [mailto:lwh@surewest.net] Sent: Thursday, August 14, 2014 2:04 PM

To: Mark Mennucci

Cc: Doug Gammelgard; Raymond Pippin Subject: RE: Folsom College Lockers

Mark

I did finally receive the cost for the additional top cap and trim pieces for the install of the Lockers at Folsom College as outlined below.

6 Ea. 8" filler strips

6 Ea. Slip Joints

2 Ea. 10' sloped top Caps

40 Ea. 2"x 8' filler strips lockers that need to be furred out from the wall.

All of the above pieces to be powder coated Hallowell Grey #725 to match locker finish.

Delivered cost to deliver with Lockers. \$2,880.00

Please call or e-mail with any questions

Thanks

Mike Swanson



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www.concepts-furnishings.com

From: Mark Mennucci [mailto:mmennucci@flintbuilders.com]

Sent: Tuesday, July 22, 2014 3:08 PM

To: Mike Swanson

Cc: Doug Gammelgard; Raymond Pippin Subject: RE: Folsom College Lockers

Thanks Mike,

Once you get the revised quote, let us know the cost of the filler pieces and we will determine if we want to proceed with that or do something else in-house to close off the gap. Thanks.

Regards,

Mark Mennucci, Project Manager, LEED® AP

Flint Builders 401 Derek Place, Roseville CA 95678 I (916) 757-1000 office I (916) 825-

2378 mobile









From: Mike Swanson [mailto:lwh@surewest.net]

Sent: Tuesday, July 22, 2014 1:54 PM

To: Mark Mennucci

Subject: FW: Folsom College Lockers

Mark

The attached is the detail of the slope to furring filler that List now offers. This is a new finish piece that they offer, I did not have figured in the original quote but once I take the final dimensions I will have LIST provide a revised quote with the required Fillers.

Mike Swanson



School and Office Furnishings Phone (916) 296-6233 Fax (916)471-0467

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From: Mike Swanson [mailto:lwh@surewest.net]

Sent: Tuesday, July 22, 2014 9:25 AM

To: 'Mark Mennucci (mmennucci@flintbuilders.com)' Cc: Doug GAmelgard (dgamelgard@flintbuilders.com)

Subject: Folsom College Lockers

Mark

The attached are the revised List Locker shop drawings. We lose 1 locker in the Womens locker room and 2 lockers in the mens locker room per the attached drawings.

Mike Swanson



School and Office Furnishings Phone (916) 296-6233 Fax (916)471-0467

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