



FOLSOM LAKE COLLEGE
EL DORADO CENTER | RANCHO CORDOVA CENTER

10 College Parkway
Folsom, CA 95630

PURCHASE ORDER NO. CBF 14059

THEATRE ARTS INSTRUCTIONAL DEPT.

PO Date: FEB 19, 2014

Date Required:

Ordered By: L. METCALF

Requisition #: CBF 36362

VENDOR: MUSICIANS FRIEND, INC
PO BOX 7479
WESTLAKE VILLAGE CA 91359

SHIP TO:
FOLSOM LAKE COLLEGE
RECEIVING
10 COLLEGE PARKWAY
FOLSOM, CA 95630

BILL TO:
FOLSOM LAKE COLLEGE
ATTN: BUSINESS SERVICES
10 COLLEGE PARKWAY
FOLSOM, CA 95630

Line #	Item/Description	QTY	UOM	PO Price	Extended Amount
1	MARTIN GUITAR STRINGS 1100 SERIES SIX PACKS	2.00	EA	\$27.000	\$54.00
	PRICING PER QUOTE DATED 03/20/14				
	SEND ALL ORDER COMPLETION NOTICES, INVOICES, & RECEIPTS FOR THIS PURCHASE ORDER TO: BUSINESS SERVICES- ATTN: BRENDA HANEY haneyb@flc.losrios.edu				
	Shipping/Handling (taxable)				

INSTRUCTIONS:

Sub Total

State Tax %

State Tax

Shipping

Total PO Amount

EMAIL INVOICE TO:
Brenda Haney 916.608.6635
haneyb@flc.losrios.edu

All shipments, invoices, and correspondence must be identified with our Purchase Order Number

Direct all deliveries and delivery documents to the SHIP TO address.

Direct all correspondence and invoices to the BILL TO address.

NO PAYMENT will be made without an invoice.

Payment Terms: NET 30

AUTHORIZED SIGNATURE AND DATE

Kathleen Kukler 3/20/14

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.

Haney, Brenda

From: Christopher BarlowMF <Christopher.Barlow@musiciansfriend.com>
Sent: Thursday, March 20, 2014 1:47 PM
To: Haney, Brenda
Cc: Kelly JohnsonMF
Subject: CA, Folsom QUOTATION Folsom Lake College 3-20-2014



Bid Proposal 3-20-2014

QUOTED FOR:
Brenda Haney
Folsom Lake College
916-608-6635
haneyb@flc.losrios.edu

Musician's Friend
PO Box 7479
Westlake Village, CA 91359
Fax: (800) 421-5174
Ph: (866) 543-0750

Thank you for presenting us this bid opportunity. We appreciate the opportunity to earn your business. The below pricing is for your review and approval. The quoted pricing is valid for 60 days. **We also charge sales tax to the following states: UT, CA, WA, IN and MO. If you're in one of the following states please include sales tax or send tax exempt information along with your purchase order.**

Item Number	Description	Qty	Unit price	Total
<u>10177400000000</u>	<u>Martin M1100 Marquis 80/20 Bronze Light Acoustic Strings 6 Pack</u>	<u>2</u>	<u>\$ 27.00</u>	<u>\$</u>

***FREIGHT/SHIPPING is included in pricing unless otherwise noted.**

Pricing provided by: Christopher Barlow

ACCOUNT REPRESENTATIVES FOR YOUR SCHOOL:

Christopher Barlow ext.2878 Christopher.Barlow@musiciansfriend.com
Kelly Johnson ext.2590 Kelly.Johnson@musiciansfriend.com

TERMS:

- Free ground shipping within the 48 contiguous states is included in the price unless specified above
- Invoice terms are Net 30, please submit your tax exempt certificates with your signed hard copy school purchase order
- Quoted pricing is the final price, no other promotions, coupons or discounts are available.
- Call to confirm quoted price after 60 days
- Shipment ARO 7-14 business days for stock items; expected backorder dates are available at the time of order
- All products are shipped with dock delivery using a common carrier (i.e.: UPS, USPS or FED EX Truck Freight)
- Delivery appointments may be requested by the shipper for truck freight; arrangements for unloading product are the responsibility of the customer. Please allow extra week for delivery. Truck freight is dock delivery. Contact name and cell number is required on purchase orders for arrangements
- To obtain automatic shipping and backorder notifications sent to an official district business office email address, please provide one Music Department contact for all locations
- Additional protection against accidental Damage and Handling is available through our Gold Coverage; otherwise, all standard Manufacturer's warranties apply
- Band Boosters, PTA/PTO send check with orders or call with credit card
- Procurement credit cards are accepted with a call-in order, reference quote name and date of discount

Haney, Brenda

Hold PO - for written quote

From: Haney, Brenda
Sent: Thursday, March 20, 2014 11:03 AM
To: 'schools@musiciansfriend.com'
Subject: REQUEST FOR QUOTE_ FOR: FOLSOM LAKE COLLEGE / LOS RIOS COMMUNITY COLLEGE DISTRICT

*Vendor requires
quote for PO acceptance*

Importance: High

Hello Musician's Friends Educational Sales – Attn: Kelly Johnson or Christopher Barlow

Can you please provide a written quote for the following:

Item: Martin Guitar Strings 1100 Series / Six Pack – QTY 2

BILL TO:

Folsom Lake College
Receiving Dept.
10 College Parkway
Folsom CA 95630

SHIP TO:

Folsom Lake College
Receiving Dept.
10 College Parkway
Folsom CA 95630

Best Regards,

Brenda Haney

Business Services

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

☎ 916.608.6635 |

✉ haneyb@flc.losrios.edu

Folsom Lake College is - one of four Colleges within the Los Rios Community College District (LRCCD) – 1919 Spanos Court, Sacramento CA . Other Campuses Include: American River College, Cosumnes River College and Sacramento City College.

CHECK ONE

ASG(71,72)

College Act. Trust(81)

Foundation(83)

IR(13,14)

Harris Ctr(55)

CAMPUS-BASED REQUISITION

2/3/14
DATE

VENDOR MUSICIANS FRIEND, INC

ADDRESS PO. Box 7479

CITY WESTLAKE VILLAGE

STATE CA ZIP 91359

REQ. # CBF 36362

PO REQUIRED(circle one) YES NO

P.O. # CBF 14059

DATE REQUIRED _____

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
1	MARTIN GUITAR STRINGS	2	29.99	29.99	59.98
2					
3	800-849-9128 - PH				
4	801-570-9553 - FAX				
5					
6	REQ RVD w/o quote				
7	attached unspecified website print out only				
8					
9					
10					

Check Distribution

Call Student, Hold for pick up # _____

Call _____, Hold for pick up # _____

Forward to _____

Inter-Campus mail to _____

USPS mail

Other _____

Sub-Total	
Sales Tax	4.79
Freight	
TOTAL	64.77

THEATRE / SC0FL / 4300 / 14 / FL.VI.ART / 10040 / 2014 / 071A / \$64.77

Account Name Bus Unit Account Fund Department Program Class Project Amount

_____ / _____ / _____ / _____ / _____ / _____ / _____ / _____ / \$ _____

Account Name Bus Unit Account Fund Department Program Class Project Amount

AUTHORIZED [Signature]
Club Officer/Requestor



APPROVED [Signature]
Faculty Advisor/Administrator

Business Services Use Only

Budget Checked [Signature] Vendor ID 480

Voucher # _____ Date _____

Warrant # _____ Date _____

<p>(12 Reviews)</p> <p>\$10.61 MSRP: \$23.90 (save 56%)</p> <p><input type="checkbox"/> Compare</p>	<p>\$8.96 MSRP: \$20.25 (save 56%)</p> <p><input type="checkbox"/> Compare</p>	<p>(11 Reviews)</p> <p>\$16.99 MSRP: \$34.75 (save 51%)</p> <p><input type="checkbox"/> Compare</p>	<p>(10 Reviews)</p> <p>\$4.50 MSRP: \$12.49 (save 64%)</p> <p><input type="checkbox"/> Compare</p>
<p>Overview Price Drop Media</p> <p>M1200 Marquis 80/20 Bronze Medium Acoustic Guitar Strings</p> 	<p>Top Rated</p> <p>Y115 Acoustic-Electric</p> 	<p>Top Rated</p> <p>Elixir Nanoweb Light Medium Phosphor Bronze Acoustic</p> 	<p>CLOSE Top Rated</p> <p>D'Addario EJ18 PB Heavy Acoustic Guitar Strings Set</p> 
<p>Martin M1000 Marquis 80/20 Bronze Extra Light Acoustic Guitar Strings</p> 	<p>Special Promotion</p> <p>Y115 Acoustic-Electric</p> <p>Top Rated / Best Seller</p> <p>In Stock & Ready To Ship</p> <p>Qty: <input type="text" value="1"/></p> <p>View Full Details</p> <p><input type="checkbox"/> Compare</p>	<p>Elixir Nanoweb Light Medium Phosphor Bronze Acoustic</p> <p>Top Rated / Best Seller</p> <p>(9 Reviews)</p> <p>\$14.95 MSRP: \$32.00 (save 53%)</p> <p><input type="checkbox"/> Compare</p>	<p>D'Addario EJ18 PB Heavy Acoustic Guitar Strings Set</p> <p>(9 Reviews)</p> <p>\$6.59 MSRP: \$12.65 (save 49%)</p> <p><input type="checkbox"/> Compare</p>
<p>Martin M1000 Marquis 80/20 Bronze Extra Light Acoustic Guitar Strings</p> <p>(8 Reviews)</p> <p>\$4.39 MSRP: \$13.29 (save 67%)</p> <p><input type="checkbox"/> Compare</p>	<p>Martin M1200 Marquis 80/20 Bronze Medium Acoustic Guitar Strings</p> <p>(8 Reviews)</p> <p>\$29.99 MSRP: \$76.50 (save 61%)</p> <p><input type="checkbox"/> Compare</p>	<p>Price Drop</p> <p>D'Addario EJ18 Pre-Announced Classical Guitar Strings 3/4</p> <p>(8 Reviews)</p> <p>\$16.78 MSRP: \$42.25 (save 60%)</p> <p><input type="checkbox"/> Compare</p>	<p>Top Rated</p> <p>D'Addario EJ11 80/20 Bronze Light Acoustic Guitar Strings</p> <p>(8 Reviews)</p> <p>\$4.99 MSRP: \$10.40 (save 51%)</p> <p><input type="checkbox"/> Compare</p>
<p>Sort by: <input type="text" value="Customer Ratings"/></p>	<p>View as: <input type="text" value="Grid"/> <input type="text" value="List"/></p>	<p>Display: <input type="text" value="20"/> <input type="text" value="40"/> <input type="text" value="60"/></p>	<p>Page: 1 2 3 4 of 30 Next ></p>

Sales
Educational Division

Email: *schools@musiciansfriends.com*

PH: *866-543-0750*

FAX: *1-800-421-5174*

Sales Rep

Kelly Johnson - Ext. 2590

Christopher Barton - Ext. 2878

Haney, Brenda

From: Russo, Renee
Sent: Tuesday, March 11, 2014 4:18 PM
To: Haney, Brenda
Subject: FW: Martin guitar strings

This is what Larry sent me. Asked him to provide a paper quote, a screen shot where he got this info. Sorry Brenda, sometimes it seems I hit brick walls.....

Renee Russo
Administrative Assistant to
David Williams, Dean
of Planning and Research
& Visual and Performing Arts
10 College Parkway
Folsom, CA 95630

916-608-6529-office
916 608-6523-fax

"Vivere ogni momento, Ridi ogni giorno
l'amore oltre le parole"



2/26
Spoke w/ Area 7
R. Russo - request of
written quote -
vendor required.
3/11 2nd Request
for quote - call
to R. Russo.

From: Metcalf, Larry
Sent: Tuesday, March 11, 2014 4:14 PM
To: Russo, Renee
Subject: RE: Martin guitar strings

Hi Renee,

The guitar strings are as follows:
Martin 1100 Series 2 six packs @ 29.99 each = 59.98 + 4.80 tax = 64.78
Shipping and handling are free.

Thanks,

Larry Metcalf
Professor of Music
Music Department Chair
Folsom Lake College
10 College Parkway
Folsom, CA 95630
(916) 608-6662



FOLSOM LAKE COLLEGE
EL DORADO CENTER | RANCHO CORDOVA CENTER

10 College Parkway
Folsom, CA 95630

PURCHASE ORDER NO. CBF 14059

THEATRE ARTS INSTRUCTIONAL DEPT.

PO Date: FEB 19, 2014 Date Required:

Ordered By: L. METCALF

Requisition #: CBF 36362

VENDOR: MUSICIANS FRIEND, INC
PO BOX 7479
WESTLAKE VILLAGE CA 91359

SHIP TO:
FOLSOM LAKE COLLEGE
RECEIVING
10 COLLEGE PARKWAY
FOLSOM, CA 95630

BILL TO:
FOLSOM LAKE COLLEGE
ATTN: BUSINESS SERVICES
10 COLLEGE PARKWAY
FOLSOM, CA 95630

877-513-9720 FAX: 806 926-1923

Line #	Item/Description	QTY	UOM	PO Price	Extended Amount
1	MARTIN GUITAR STRINGS 1100 SERIES SIX PACKS	2.00	EA	\$29.990	\$59.98
SEND ALL ORDER COMPLETION NOTICES, INVOICES, & RECEIPTS FOR THIS PURCHASE ORDER TO: BUSINESS SERVICES- ATTN: BRENDA HANEY haneyb@flc.losrios.edu					
<p><i>Vendor Quote</i></p> <p><i>Quote from Sdr</i></p> <p><i>Would not accept w/o date</i></p>					
	Shipping/Handling (taxable)				

INSTRUCTIONS:

EMAIL INVOICE TO:
Brenda Haney 916.608.6635
haneyb@flc.losrios.edu

State Tax % 8.00%

Sub Total \$59.98

State Tax \$4.80

Shipping

Total PO Amount \$64.78

All shipments, invoices, and correspondence must be identified with our Purchase Order Number

Direct all deliveries and delivery documents to the SHIP TO address.

Direct all correspondence and invoices to the BILL TO address.

NO PAYMENT will be made without an invoice.

Payment Terms: NET 30

AUTHORIZED SIGNATURE AND DATE

3/13/2014