

LOS RIOS COMMUNITY COLLEGE DISTRICT

PURCHASING: (916) 568-3071 • FAX: (916) 568-3145
 ACCOUNTING OPS: (916) 568-3065 • FAX: (916) 286-3636

PURCHASE ORDER NO 0001078661

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

Date 10/21/2014	Revision 1 - 10/22/2014	Page 1
Payment Terms NET 30	Freight Terms Shipping Point	Ship Via Best Metho
Reference: 769447 PERALTAM POONV		Location / Dept 04DOGH135

Vendor: 0000028995
 VIDEATIVES, INC.
 19 THE HOLLOW
 AMHERST MA 01002

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

email:

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	RENEWAL - 1 YEAR INSTITUTIONAL SUBSCRIPTION STREAMING SERVICE 10/27/14 - 10/26/15	1.00	EA	400.00	400.00	10/01/2015

PREPAY INVOICE # 091914-01

Sub Total Amount	400.00
Sales Tax Amount	0.00
Total PO Amount	400.00

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	4300	12	FL.VI.VTEA	13050	00000	316C	400.00	2015

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

Requisition

Page 1 of 1

Pre-Pay
FLC BUSINESS SERVICES
Reg. No. **769447**

VendorCode
Approved
Terms
F.O.B.

DATE Oct. 6, 2014
 VENDOR Videatives
 ADDRESS 19 The Hollow
 CITY Amherst STATE MA ZIP 01002
 PHONE 413-256-8886 FAX (413) 230-3130

2014 OCT 13 A 7:49

P.O. NO. _____

DELIVERY INSTRUCTIONS	
04DOGH135	
FLC	ECE
College/District Location	Department
Instructional	Instructional
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	Renewal of 12-month institutional subscription				\$ 400.00
2	to the Videatives video streaming service.				
3	Subscription expires 10/26/15				
4					
5	Pre-Pay				
6	INV #091914-01 attached				
7					
8					
9					
10					
11					
12					
13					

Purchases Charged to Categorical Programs, Grants or Special Projects This purchase is in compliance with the requirements of <u>VTEA</u>		Sales Tax	0
For grants/special projects <u>3160</u>		Total	\$ 400.00
Program Director/Coordinator Signature <u>Instructional subscription</u>	Program Name <u>3160</u> 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: Margna Peralta TYPED/PRINT DATE 10/6/14

REQUESTED BY: [Signature] SIGNATURE DATE 10.6.14

AUTHORIZED: [Signature] DEAN OR AUTHORIZED SIGNATURE DATE 10/10/14

APPROVED: [Signature] VICE PRESIDENT, ADMINISTRATION DATE 10/10/14

Bus. Unit <u>13050</u>	Account* <u>00000</u>	Fund <u>2014</u>	Org <u>3160</u>	Amount \$ <u>400.00</u>
Program <u>GENFD</u>	Sub-Class <u>4300</u>	BY <u>12</u>	Proj/Grnt <u>R. VI. VTEA</u>	

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

Location Code _____ Dept. _____
 Building _____ Room No. _____

Instructions on Reverse

GS #127 08/06

District Office: White

College Requesting: Yellow

Requestor: Pink

Area Dean: Goldenrod

Haney, Brenda

From: Harman, Joany
Sent: Monday, October 13, 2014 3:15 PM
To: Haney, Brenda
Subject: Subscription account code

Hi Brenda,
Kathleen sent over a requisition for a subscription to download DVDs (I believe). Anyway, she wants it coded to 4300, which Carrie and Barbara agreed with her on. She thinks she may have put this account code on the requisition but was not sure. She could not remember the vendor but I figured you probably would know.

Thank you,

Joany Harman



Joany Harman | Business Services Supervisor
Folsom Lake College | 10 College Parkway | Folsom, CA 95630
p. 916.608.6622 | f. 916.608.6553 | harmanj@flc.losrios.edu | <http://flc.losrios.edu>

See What Children Know™
Videatives, Inc.

19 the hollow
 amherst
 massachusetts
 01002

Phone: 413 256 8846
 Fax: 413 230 3130
 Email: email@videatives.com
 Website: www.videatives.com

Invoice

Ship to: (Internet subscription)

Invoice #: 091914-01
Invoice Date: September 19, 2014
Customer ID: Tax ID# 52-2421378

Bill To:
 Ruth Nielsen
 Administrative Assistant to
 Monica Pactol, Dean of Instruction
 10 College Parkway
 Folsom, CA 05630
 916-608-6621

Mail Payment To:
 Videatives, Inc.
 19 The Hollow
 Amherst, Massachusetts
 01002

Date	Product/Service Description	Cost
Sept 19, 2014	Renewal of 12-month institutional subscription to the Videatives video streaming service with access to over 330 video titles. Full rights of access for all affiliates of Folsom Lake College. Subscription expires October 26, 2015.	\$400.00 USD

Date	Item	Description	Hourly Rate	Number of Hours	Unit Price	Total
					Tax	\$00.00
					Shipping	no charge
					Balance Due	\$400.00 USD

REMIT TO: Videatives, Inc
Tax ID: 52-2421378
Date: 9/19/14
Amount Due: \$400.00 USD
Amount Enclosed:

From: [Haney, Brenda](#)
To: "geforman@gmail.com"
Cc: [Gessford, Sheryl](#); [Nielsen, Ruth](#); [Peralta, Marsha](#); [Violett, Linnell](#)
Subject: RE: PAYMENT INQUIRY FOR: VIDEATIVES INC._ PO_0001078661 / INV#091914-01
Date: Tuesday, December 09, 2014 8:06:23 AM
Attachments: [VideativesIncPMT.PDF](#)
[Invoice FolsomLakeCollege9-19-14.pdf](#)
[0001078661_VIDEATIVES_INC..pdf](#)

Dear Mr. Foreman,

Thank you for your Payment Inquiry regarding your Invoice# 091914-01 \$400.00.

Check# 94-708231 in the amount of \$400.00 was issued on 11/06/2014 as pre- payment of Invoice# 091914-01 for our Purchase Order# 0001078661 to Videatives Inc. – for:

- 1 YR Subscription Renewal of Videatives Inc. Streaming Service – effective from 10/27/14 – 10/26/15.

Both Purchase Order and Check were mailed together to Videatives Inc. 19 The Hollow Amherst, MA 01002 on 11/09/14.

Our Wells Fargo Bank records indicate this Check# 94-708231 was cashed for deposit in the amount of \$400.00 on 11/19/14 _Signature on Check: G Foreman.

- **Please find attached PMT.PDF , providing you with a copy of our cancelled Check# 94-708231.**

Please feel free to contact me directly should you have any further questions regarding this Purchase Order and/or Payment.

Thank you for your continued service to Folsom Lake College.

Best Regards,

Brenda Haney

Business Services

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

☎ 916.608.6635 |

✉ haneyb@flc.losrios.edu

From: George Forman [geforman@gmail.com]
Sent: Thursday, December 04, 2014 9:50 AM
To: Peralta, Marsha; Violett, Linnell
Cc: Inc. Videatives
Subject: Invoice from Videatives

Marsha,

I hope all is well and Folsom Lake College experiences a banner year. Just to let you know, Videatives has not yet received payment (according at least to our records) for your annual renewal to the Videatives video streaming service. Perhaps Folsom Lake sent payment to Exchange Press instead of Videatives, Inc. Could you please check on

the status of our invoice sent out on September 19, 2014. We have extended your VSS subscription so you would not experience an interruption of service while we await payment. It could be the payment came to us from a slightly different address??

Note on your account:

*9/19/14 Institutional Renewal Invoice sent. Sub Extended thru Oct 2015. Awaiting Payment.
JB.*

Thanks,
George

George Forman, Ph.D.
President, Videatives, Inc.
Emeritus Professor, UMass, Amherst
19 The Hollow
Amherst, Massachusetts, 01002
Phone: 413 256 8846
Fax: 413 230 3130
www.videatives.com
See What Children Know™

See What Children Know™
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19 the hollow
 amherst
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Phone: 413 256 8846
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 Email: email@videatives.com
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Invoice

Ship to: (Internet subscription)

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 Customer ID: Tax ID# **52-2421378**

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 Administrative Assistant to
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Mail Payment To:
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					Balance Due	\$400.00 USD

REMIT TO: Videatives, Inc
 Tax ID: **52-2421378**
 Date: 9/19/14
 Amount Due: \$400.00 USD
 Amount Enclosed:



Stops - Images - Search®

Image Front:

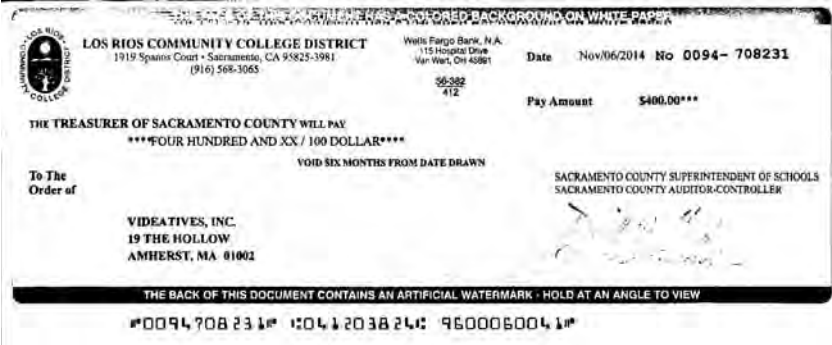
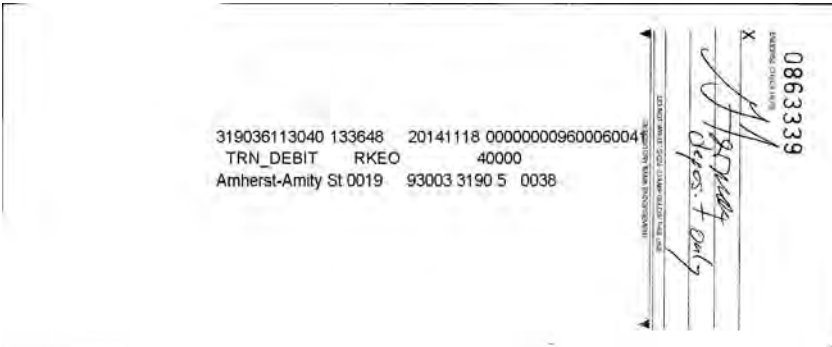


Image Back:



Item Details

Amount: 400.00
 Check #: 94708231
 Posting Date: 11/19/2014
 As of Date: 11/19/2014
 Issue Date: 11/06/2014

Account Number/Account Name: 9600060041/COUNTYSACRA
 Routing Number: 241253823
 Description: CHECK PAID
 Payee: VIDEATIVES, INC.
 Item Sequence Number: 8389536449

Additional Item Details: 0000300 +000000004710687
 VAN REF#: 000008389536449

[Privacy, Security & Legal](#)

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