LOS RIOS COMMUNITY COLLEGE DISTRICT PURCHASE ORDER NO

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

0001079232

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

Date	Revision	Page		
12/17/2014	1 - 12/22/201	4 1		
Payment Terms	Freight Terms	Ship Via		
NET 30 Sh	nipping Point	Best Metho		
Reference: Location / Dept				
814575 CLARK K	B POONV	04EDCA104 SCI AH		

Vendor: 0000016692 OLYMPUS AMERICA, INC. SEG BIOLOGICAL MICROSCOPES 3500 CORPORATE PKWY CENTER VALLEY PA 18034	Ship To:	EL DORADO CENTER RECEIVING 6699 CAMPUS DR PLACERVILLE CA 95667 United States
Phone: (800) 446-5967 Fax: (484) 896-7177 email: melynda.amato@olympus.com	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	MICROSCOPE #CX31-106A; CX31RBSFA-6; CX31 KIT BI, 4/10/40/100XOB, EYEP, STG, PWR BULB	5.00EA	1,710.40	8,552.00	12/19/2014
2-1	HOLDER, CORD; FOR CH30 STUDENT MICROSCOPE #C-0900	5.00EA	17.00	85.00	12/19/2014
3-1	POINTER; EYEPIECE POINTER WITH SHARPENED POINTS FOR CH30 #B-0681	5.00EA	2.55	12.75	12/19/2014
4- 1	COVER, DUST, HOOD TYPE FOR CX2 MICROSCOPE #COVER015	5.00EA	9.35	46.75	12/19/2014
5-1 ·	SHIPPING	1.00EA	66.00	66.00	12/19/2014

AS PER QUOTE #BIO-09401664 DATED 11/21/14

Sub Total Amount	8,762.50
Sales Tax Amount	652.25
Total PO Amount	9,414.75

<u>BYear</u> BU Fd <u>Org</u> Prog Sub <u>Proj</u> <u>Amount</u> Acct 2015 GENFD ED.VI.SB70 49990 00000 454Y 9,414.75 6490 12

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 <u>PURCHASE ORDER TERMS AND CONDITIONS</u>

- 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.
- TRANSPORTATION CHARGES: Invoices for prepaid transportation charges must be supported by original receipted expense bills.
 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.
- NOTICE: Your employees <u>may</u> 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 <u>may</u> 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	Comm	unity C	ollege	Dis	trict	
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vith District Policy, <u>Conflic</u> district, state, and federal	<u>t of Interest Code</u> , P-8611 a policies, rules, regulations a	nd all other applicable and laws.	/	ount *Fund	- / ed	- M. OF	0
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Vendor:	EG Biological microscopes Rea	uisition No: 814575
	annual expenditure for the above commodity or service: \$:	
	Purchasing Policy, Sole Source purchase requests & approumentation. This form and appropriate supporting document	
	ntries below that apply to the proposed purchase. Attach s one entry will apply to most sole source products/services for	
1		AL MANUFACTURER OR PROVIDER, THERE ARI
2		EATER SACRAMENTO AREA DISTRIBUTOR OF (Attach the manufacturers — <u>not the distributor's</u> — w m no. 4 also must be completed).
3	THE PARTS/EQUIPMENT IS NOT INTERCHA MANUFACTURER. (Explain in separate memorandu	ANGEABLE WITH SIMILAR PARTS OF ANOT m).
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5. <u>X</u>	THE PARTS/EQUIPMENT IS REQUIRED FROM T memorandum describing basis for standardization requ	HIS SOURCE TO PERMIT STANDARDIZATION. (A lest).
6	CALIFORNIA MULTIPLE AWARD SCHEDULE (C	MAS)PURCHASE CONTRACT NO:
7	"PIGGY-BACK"/UMBRELLA PURCHASE ON ANO	OTHER GOVERNMENT ENTITY'S CONTRACTS
8	NONE OF THE ABOVE APPLIES. A DETAILED SOURCE REQUEST IS CONTAINED IN ATTACHE	EXPLANATION AND JUSTIFICATION FOR THIS SED MEMORANDUM.
or material of	gned requests commodities and services to be procured from tescribed in this sole source justification and is authorized as	the vendor identified as the sole source supplier of the set s_{1} a sole source for the service or material.
AU	JTHORIZED SIGNATURE	DATE
	RCE AUTHORIZATION: (PURCHASING USE ONLY))
		Guidelines Div. #:

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INTEROFFICE MEMORANDUM

TO:	LRCCD AND FLC PURCHASING AND BSO
FROM:	SHANNON CLARK
SUBJECT:	LETTER OF EXPLANATION FOR SOLE SOURCE PURCHASE
DATE:	NOVEMBER 20, 2014
CC:	

In an effort to maintain the same model and brand of microscope in the MLT labs at EDC, and to enable students with familiarity of operation and maintenance and that they may utilize all microscopes interchangeably, we are requesting this sole source purchase of microscopes from SEG Biological Microscopes. We purchased several microscopes of this same make and model from SEG last year and this purchase will serve to further our goal of standardization.

aka Olympus America Inc. VID 16692 P4 POS 0001070091, 0001056172



Olympus America Inc.

SEG Biological Microscopes 3500 Corporate Pkwy. Center Valley, PA 18034 Phone: 484-896-7417 Fax: 484-896-7177 www.olympusamerica.com

Quote # BIO-09401664	CX31 STUDENT MICROSC	OPES - 5 ea	ch			11/21/2014
Kim Zwerenz FOLSOM LAKE COLLEGE Biology Dept. 6699 Campus Drive Placerville, CA 95667		Sales Rep: Phone: Email:		Bob Cummins (916) 320-8786 robert.cummins@)olympus.c	om
Phone: 530-642-5638 Fax: Email: ZwerenK@flc.losi	ios.edu	Alternate Re Phone: Email:	ep:	List		Extended
Item Number	Description		Qty	Price	Disc	Price
CX31-106A	CX31RBSFA-6; CX31 KIT BI,4/10/ 40/100XOB,EYEP, STG, PWR BULE	3	5	2,138.00	20.00%	8,552.00
C-0900	CH3-CH;CORD HOLDER FOR CH30 MICROSCOPE	STUDENT	5	20.00	15.00%	85.00
B-0681	POINTER; EYEPIECE POINTER WIT SHARPENED POINTS FOR CH2, CH		5	3.00	15.00%	12.75
COVER015	COVER015: DUST COVER, HOOD T CX2 MICROSCOPES	YPE FOR	5	11.00	15.00%	46.75
TOTAL LIST PRICE DISCOUNT LINE ITEM TOTAL						10,860.00 2,163.50 8,696.50
ESTIMATED SHIPPING ESTIMATED SALES TAX	applicable.				a.	66.00 0.00
Shipping/tax amounts a	re estimates only and are not official or b	binding. Final c	harges	s will be assessed	after receip	t of order.
GRAND TOTAL						8,762.50

Quote valid for 30 days.

Payment Terms Net 30

Pricing Condition: FOB Origin

To order these services or equipment, call 484-896-7417, fax 484-896-7177, or email seg.orders@olympus.com.

Terms and Conditions

This is an official price quotation for the products which you have shown an interest to purchase. The prices listed in this quotation as well as any package pricing, apply to the entire quote as presented. Changes, additions or deletions from this quotation may result in pricing adjustments. Catalog numbers may change from time to time.

Olympus America Inc. Warranty (http://www.olympusamerica.com/seg_section/seg_service.asp?fl=3)

* Standard products: 5 years for mechanical and optical defects; 1 year for electrical, electronic, and wear-related components. * Fluoview Systems: 1 year for mechanical and optical defects; 1 year for electrical, electronic, and wear-related components.

* MIC-D Digital Microscope: 1 year for defects in materials and workmanship.



Olympus America Inc.

SEG Biological Microscopes

3500 Corporate Pkwy.

Center Valley, PA 18034

Phone: 484-896-7417 Fax: 484-896-7177

www.olympusamerica.com Quote # BIO-06202814 **CX31 STUDENT MICROSCOPES - 5 each** 11/19/2014 *** This is not an official Quotation and may not be used as the basis for any purchase of goods or services. *** Kim Zwerenz **Bob Cummins** Sales Rep: FOLSOM LAKE COLLEGE Phone: (916) 320-8786 Biology Dept. Email: robert.cummins@olympus.com 6699 Campus Drive Placerville, CA 95667 Alternate Rep: Phone: 530-642-5638 Fax: Phone; Email: ZwerenK@flc.losrios.edu Émail: Extended List **Item Number** Description Qty Disc Rrice Price CX31-106A CX31RBSFA-6; CX31 KIT BI,4/10/ 5 2,138.00 25.00% 8.017.50 40/100XOB, EYEP, STG, PWR BULB C-0900 CH3-CH;CORD HOLDER FOR CH30 STUDENT 5 20.00 25.00% 75.00 MICROSCOPE POINTER; EYEPIECE POINTER WITH B-0681 5 3.00 25.00% 11.25 SHARPENED POINTS FOR CH2, CH30 COVER015: DUST COVER, HOOD TYPE FOR COVER015 5 11.00 25.00% 41.25 CX2 MICROSCOPES TOTAL LIST PRICE 10,860.00 DISCOUNT 2,715.00 LINE ITEM TOTAL 8,145.00 ESTIMATED SHIPPING Ship Via: UPS Standard 66.00 ESTIMATED SALES TAX Not specified. Will be assessed at time of sale, if 0.00 applicable. Shipping/tax amounts are estimates only and are not official or binding. Final charges will be assessed after receipt of order. **GRAND TOTAL** 8,211.00 Quote valid for 30 days. Payment Terms Net 30 Pricing Condition: FOB Origin To order these services or equipment, call 484-896-7417, fax 484-896-7177, or email seg.orders@olympus.com.

Terms and Conditions

This is an official price quotation for the products which you have shown an interest to purchase. The prices listed in this quotation as well as any package pricing, apply to the entire quote as presented. Changes, additions or deletions from this quotation may result in pricing adjustments. Catalog numbers may change from time to time.

Olympus America Inc. Warranty/(http://www.olympusamerica.com/seg_section/seg_service.asp?fl=3)

* Standard products: 5 years for mechanical and optical defects; 1 year for electrical, electronic, and wear-related components.

* Fluoview Systems: 1 year for mechanical and optical defects; 1 year for electrical, electronic, and wear-related components.

* MIC-D Digital Microscope: 1 year for defects in materials and workmanship.

From:	Haney, Brenda
To:	<u>Harman, Joany</u>
Cc:	<u>Melton, Karen; van Dam, Dale; Shane, Vonnie</u>
Subject:	RE: REFUND CK# 686209 / OLYMPUS PO_0001079232
Date:	Tuesday, October 27, 2015 1:53:05 PM
Attachments:	DOC102015.pdf
	<u>refund 11.02.msg</u>

Hi Joany -

I phoned Olympus today for information re: refund. It was requested by Rae Gorrell on 8/21/15 for PO_0001079232 – vendor has supplied attached email with seven page PDF of all detail.

Olympus POs History for EDC/FLC:

FY2011 0001056172	04/23/2010	GENFD 6490 12 FL.VI.VTEA 09580 00000 2011 316C
FY2014 0001070091	01/18/2013	GENFD 6490 12 ED.VI.SB70 49990 00000 2014 454X
FY2015 0001079232	12/02/2014	
FIZUIS 00010/9232	12/02/2014	GENFD 6490 12 ED.VI.SB70 49990 00000 2015 454Y

Thank you,

Brenda Haney

Business Services Folsom Lake College | 10 College Parkway | Folsom, CA 95630 916.608.6635 | M haneyb@flc.losrios.edu

From: Harman, Joany
Sent: Tuesday, October 27, 2015 10:31 AM
To: Haney, Brenda <haneyb@flc.losrios.edu>; van Dam, Dale <VanDamD@flc.losrios.edu>; Shane, Vonnie <ShaneY@flc.losrios.edu>
Cc: Melton, Karen <meltonk@losrios.edu>
Subject: FW: REFUND

Does anyone know what this refund is for? It is from SB70?

From: Schwimley, Victoria Sent: Tuesday, October 20, 2015 3:59 PM To: Harman, Joany Subject: REFUND

Hi, Joany:

The budget provided for the attached refund is a budget from 2015. Do you want me to have fiscal set it up, or would you like it placed someplace else?

GENFD 6490 12 ED.VI.SB70 49990 00000 454Y

Thanks,



CENTER VALLEY, PA 18034-0610

Check No. - 686209 Check Date - 09/03/15 Stub 1 of 1

DETACH STATEMENT BEFORE DEPOSITING

		DESCRIPTION	GROSS AMOUNT	DEDUCTIONS	AMOUNT PAID
410998	082415	16400656RM	11.02		11.02
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OLYMPUS

Refund Request Form

Customer (Contract	Number:	Custome	Request Date:				
1082399		Los Rios Community College Dist				08/24/15	
Business Gro	up	GL Code:		Ch Ch	eck Box:		
Scientific/SEG	▼	Scientific/SEG-1.0770.130	-	🗹 USD	CAD		
	Рау То	Address:		Attention:			
	*Refunds cannot be	sent to PO Boxes.			Rae	Gorrell	
1919 Spanos Court							
Sacramento, CA 95825							

*Cash Apps. will forward to AP with signatures.

Reason For Refund/Special Instructions:

Customer is requesting refund for (\$11.02). Credit # 16400656 RM (\$11,545.20) was processed for incorrect pricing on invoice# 16304039 RI item# CX31-107A and rebilled on invoice# 16352590 RI. Customer requested to apply the credit for (\$11,545.20) to invoices #16304039 \$2298.02 and 16352590 \$16352590 which are currently open in their account and to refund the remaining balance of (11.02). Please see attached.

AR Receipt Item #:(for AP and Cash Apps use only)

COA/CREDIT#	DATE OF COA/CREDIT	BUSINESS GROUP	AMOUNT
16400656 RM	07/30/15	SEG	(11.02
· •			
			-
		· · · · · · · ·	
		Total	(11.02)

Attach All Ap	SOP Exceptions	
For Refund of Cash on Account:	For Refund of Open Credit Memo:	If this is an exception to the SOP, a full
Customer's written request for refund	Customer's written request for refund	explanation is needed. Examples:
Screen print of RU on account	Screen print of RM on account	Customer with an outstanding balance.
Screen print history of check application	Screen print of how invoice was cleared	Refund check to be sent to a party other
Copy of check	Copy of original invoice & credit memo	than the Customer.

Primary Approver	Signature	Date	Approval Level
Senior Collections Administrator	Maria Rosado	08/24/15	Up to \$150
Collections Supervisor	Robert Y.MM	8/25/15	Up to \$1,000
Collections Manager	-0-		Up to \$5,000
Director, Collections or Risk			Up to \$25,000
Director, Credit, Collections & Cash			Up to \$50,000
Executive Director, Finance			Up to \$100,000
CFO: OAI-MSG or OSSA-SEG			Up to \$250,000
Chief Financial Officer, OCA			Up to \$500,000
President: OAI-MSG, OSSA-SEG or OIMA			Up to \$1,000,000
General Manager of OT Accounting			>\$1,000,000



10

RE: Past-Due Balance Gorrell, Raelean to: Maria.Rosado@Olympus.com 08/21/2015 06:30 PM Hide Details From: "Gorrell, Raelean" <GorrelR@losrios.edu>

To: "Maria.Rosado@Olympus.com" <Maria.Rosado@Olympus.com>

Maria,

Please apply the large credit for <11545.20> to clear the two invoices for 2298.02 & 9236.16; after that there will be a credit of <11.02> and please send us a refund check for that 11.02. This should clear this account to a zero balance. This should have been done a long long time ago so we would not have been receiving all of your letters.

Thank you,

Rae Gorrell Accts Payable – ph 916.568.3181 fax 916.286.3636 Email: gorrelr@losrios.edu

From: Maria.Rosado@Olympus.com [mailto:Maria.Rosado@Olympus.com] Sent: Friday, August 21, 2015 10:51 AM To: Gorrell, Raelean Subject: RE: Past-Due Balance

Here are the copies of the invoices and the credit. The account was updated so that any new invoice is emailed to your email address. After applying the credit to the invoice the balance on the account will be (11.02). Please let me know if there is any other concerns.

"If you want to live a happy life, tie it to a goal, not to people or things." - Albert Einstein

Best Regards,

Maria Rosado Senior Retail Credit Administrator

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8/24/2015

032002 Customer Number. Parent Number. Invoice Number Recpt/Item Number Statement Number Skip To Page	·	Customer 1(Thru	Ledger Inquiry 082399 LOS RIOS	COMMUNITY C	From Thru Seq Paid Co ayIns Cur	A O <u>V</u> SD
0 Document <u>P Ty Number Itm</u> _ RI 16304039 001 _ RI 16352590 001 _ RM 16400656 001 USD	Date 02/23/15 05/11/15	06/10/15	Gross <u>Amount</u> 11,701.26 9,236.16 11,545.20- 9,392.22	Open <u>Amount</u> 2,298.02 9,236.16 11,545.20- 11.02-	-	P P D A D A D A

Opt: 1=Inv 2=JE 5=Dt1 F2=Formats F9=NS F16=Age&Sts F21=Prt F24=More

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MAIL

TO:

	MAIL AL	CORRES	SPONDE	NCE TO:
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OLYMPUS AMERICA INC. 3500 CORPORATE PARKWAY

P.O. BOX 610 CENTER VALLEY, PA 18034-0610 TEL (484) 896-5000

> maria.rosado@olympus.com SOLD TO: 1082399

LOS RIOS COMMUNITY COLLEGE DISTRICT ATTN: ACCOUNTS PAYABLE **1919 SPANOS COURT** SACRAMENTO CA 95825

Maria Rosado

PH 484-896-5515

FX 484-896-7164

YOUR CREDIT REPRESENTATIVE IS:

OLYMPUS AMERICA INC. REMITTANCE Box 200160 Pittsburgh, PA 15251-0160

SHIP TO: 1174769

LOS RIOS COMMUNITY COLLEGE DISTRICT EL DORADO CENTER ATTN: RECEIVING PO #0001079232 6699 CAMPUS DRIVE ROBERT.CUMMINS@OLYMPUS.COM PLACERVILLE CA 95667

NUMBER 16304039 RI

*** To receive your invoices electronically, please contact your Credit Representative.***

Tax ID:		Tax Cert:				PA	GE: 1
CUSTOMER P.O. NUMBER		TERMS	REQ. DATE	DELIVERY INSTRUCTIONS	BRANCH	ORDER NO.	INVOICE DATE
0001079232			01/07/15		400	14709621 S4	02/23/15
ITEM NUMBER	QTY SHIP		DES	CRIPTION	UN		AMOUNT
C-0900	5	CUSTOMER CONTACT SALES REP: BOB CU CUSTOMER SERVICE QUOTE#: BIO-09403 CH3-CH;CORD HOLDE	UMMINS REPRESENTATIV 1664		PT 6	17.00	85.0
B-0681	5	POINTER;EYEPIECE	POINTER WITH	SHARPENED POINTS FOR CH2,	СН30	2.55	12.75
COVER015	5	COVER015: DUST CC	OVER, HOOD TYP	E FOR CX2 MICROSCOPES		9.35	46.75
CX31-107A	5	CX31RBSFA-1-7;CX3	31-BI,4/10/40/	100X,EYE,STG,PWR, BULB, NO	OIL	2,138.00	10,690.00
		KIT CONSISTS OF T CX31-107 UYCP-11 ************ CREDITED ON 14948 REBILLED ON 14948	3159 K4				
Tax Rate	1.	Sales Tax	Net Du				OTAL

Trade-in Credit will be issued under a separate document after Olympus receives the trade-in equipment. The trade-in credit may reflect a discount, reduction in price or participation in a discount program. Any such discount or reduction in price is fully and accurately reported herein in accordance with Sec. 1128B(b) (3) of the Social Security Act, 42 U.S..C.Sec. 1320a-7b(b) (3) and applicable regulations (42 C.F.R.Sec1002.952 (h). Further, you may be obligated to properly disclose the discount or other reduction in price in costs claimed by you to the Medicare or state healthcare program.

The terms and conditions contained on the reverse side hereof represent the total understanding between the parties governing the sale of the goods described herewith except as modified by the terms of any dealer agreement, sales representative agreement, or any similar arrangement in writing between Olympus and the purchaser.

INVC002



16304039 RI

OLYMPUS AMERICA INC. 3500 CORPORATE PARKWAY P.O. BOX 610 CENTER VALLEY, PA 18034-0610 TEL (484) 896-5000

484) 896-5000

SOLD TO:

YOUR CREDIT REPRESENTATIVE IS: Maria Rosado PH 484-896-5515 FX 484-896-7164 maria.rosado@olympus.com

LOS RIOS COMMUNITY COLLEGE DISTRICT

1082399

ATTN: ACCOUNTS PAYABLE

1919 SPANOS COURT

SACRAMENTO CA 95825

MAIL REMITTANCE TO:

OLYMPUS AMERICA INC. Box 200160 Pittsburgh, PA 15251-0160

SHIP TO: 1174769

LOS RIOS COMMUNITY COLLEGE DISTRICT EL DORADO CENTER ATTN: RECEIVING PO #0001079232 6699 CAMPUS DRIVE ROBERT.CUMMINS@OLYMPUS.COM PLACERVILLE CA 95667

*** To receive your invoices electronically, please contact your Credit Representative.***

Tax ID:	Tax Cert:				PAG	9E: 2
CUSTOMER P.O. NUMBER	TERMS	REQ. DATE	DELIVERY INSTRUCTIONS	BRANCH PLANT	ORDER NO.	INVOICE DATE
0001079232	Net 30 Days	01/07/15		400	14709621 S4	02/23/15
ITEM NUMBER	QTY SHIP	DES	CRIPTION	UN	IT PRICE	AMOUNT
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	an contractor	. <u>200</u> . 613				

Tax Rate	Sales Tax	Net Due Date		INV	OICE TOTAL
8.000	866.76	03/25/15	PAY THIS AMOUNT	USD	11,701.26
Trade-in Credit will be issued under a	separate document after Olymnus receives	the trade-in equipment. The trade-in credit n	nav reflect a discoupt, reduction in price or	narticipation	in a discoupt prooram

Any such discont or reduction in price is fully and accurately reported herein in accordance with Sec. 1128B(b) (3) of the Social Security Act, 42 U.S., C.Sec. 1320a-7b(b) (3) and applicable regulations (42 C.F.R.Sec1002.952 (h). Further, you may be obligated to properly disclose the discount or other reduction in price in costs claimed by you to the Medicare or state healthcare program.

The terms and conditions contained on the reverse side hereof represent the total understanding between the parties governing the sale of the goods described herewith except as modified by the terms of any dealer agreement, sales representative agreement, or any similar arrangement in writing between Olympus and the purchaser.

Z16

INVC002



MAIL

TO:

MAIL ALL CORRESPONDENCE TO:

OLYMPUS AMERICA INC. 3500 CORPORATE PARKWAY

P.O. BOX 610 CENTER VALLEY, PA 18034-0610 TEL (484) 896-5000

FX 484-896-7164 maria.rosado@olympus.com 1082399 SOLD TO:

LOS RIOS COMMUNITY COLLEGE DISTRICT ATTN: ACCOUNTS PAYABLE 1919 SPANOS COURT SACRAMENTO CA 95825

Maria Rosado

PH 484-896-5515

YOUR CREDIT REPRESENTATIVE IS:

OLYMPUS AMERICA INC. REMITTANCE Box 200160 Pittsburgh, PA 15251-0160

> SHIP TO: 1174769

LOS RIOS COMMUNITY COLLEGE DISTRICT EL DORADO CENTER ATTN: RECEIVING PO #0001079232 6699 CAMPUS DRIVE PLACERVILLE CA 95667

*** To receive your invoices electronically, please contact your Credit Representative.***

Tax ID:		Tax Cert:					PAG	E: 1
CUSTOMER P.O. NUMBER		TERMS	REQ. DATE	DELIVERY INSTRUCTIONS	BRANCH	ORDER N	o.	INVOICE DATE
0001079232	Ne	et 30 Days	07/27/15		400	14990366	K4	07/30/15
ITEM NUMBER	QTY SHIP		DE	SCRIPTION	UN	IT PRICE	A	MOUNT
2231-107A	5-	REBILL WO#: 14948164 ADJUSTMENT ENTERED B	621 S4 ED DURING N4 NY CSSR: H	INVOICE #16304039 RI G PROCESSING CREDIT TO ACCOUN BJANNEY D/100X.EYE.STG.PWR. BULB, NO		2,138.00	10. 10,	690.00-
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Tax Rate	Sales Tax	Net Due Date		INV	OICE TOTAL
8.000	855.20-	08/29/15	PAY THIS AMOUNT	USD	11,545.20-
Trade⊰n Credit will be issued under a	separate document after Olympus receives (trade-in equipment. The trade-in credit	may reflect a discount, reduction in price or	nadicination	in a discount program

Any such discount or reduction in price is fully and accurately reported herein in accordance with Sec. 1128(b) (3) of the Social Security Act, 42 U.S., CSec. 1320a-15(b) (3) and applicable regulations (42 C.F.R.Sec1002.952 (h). Further, you may be obligated to properly disclose the discount or other reduction in price in costs claimed by you to the Medicare or state healthcare program.

The terms and conditions contained on the reverse side hereof represent the total understanding between the parties governing the sale of the goods described herewith except as modified by the terms of any dealer agreement, sales representative agreement, or any similar arrangement in writing between Olympus and the purchaser.

Z16

NUMBER

16400656 RM



MAIL

TO:

MAIL ALL CORRESPONDENCE TO:

OLYMPUS AMERICA INC. 3500 CORPORATE PARKWAY

P.O. BOX 610 CENTER VALLEY, PA 18034-0610 TEL (484) 896-5000

YOUR CREDIT REPRESENTATIVE IS: Maria Rosado PH 484-896-5515 FX 484-896-7164 maria.rosado@olympus.com

SOLD TO: 1082399

LOS RIOS COMMUNITY COLLEGE DISTRICT ATTN: ACCOUNTS PAYABLE 1919 SPANOS COURT SACRAMENTO CA 95825

OLYMPUS AMERICA INC. REMITTANCE Box 200160 Pittsburgh, PA 15251-0160

> SHIP TO: 1174769

LOS RIOS COMMUNITY COLLEGE DISTRICT EL DORADO CENTER ATTN: RECEIVING PO #0001079232 6699 CAMPUS DRIVE PLACERVILLE CA 95667

* * * To receive your invoices electronically, please contact your Credit Representative.* * *

Tax ID:		Tax Cert:				PA	GE: 1
CUSTOMER P.O. NUMBER		TERMS	REQ. DATE	DELIVERY INSTRUCTIONS	BRANCH PLANT	ORDER NO.	INVOICE DATE
0001079232	Ne	et 30 Days	05/07/15		400	14948164 N4	05/11/15
ITEM NUMBER	QTY SHIP		DES	SCRIPTION	١U		AMOUNT
		ORDER# 14948164 N4 ORIGINAL ORD#:147096			hana ana		
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		CREDIT WO#:14948159 ADJUSTMENT ENTERED B		JANNEY		e of the field	
CX31-107A	5	CX31RBSFA-1-7;CX31-B	I,4/10/40	/100X,EYE,STG,PWR, BULB, NO	OIL	1,710.40	8,552.00
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Tax Rate	Sales Tax	Net Due Date		INVOICE TOTAL				
8.000	684.16	06/10/15	PAY THIS AMOUNT	USD	9,236.16			
rade-in Credit will be issued under a separate document after Olympus receives the trade-in equipment. The trade-in credit may reflect a discount, reduction in price or participation in a discount program.								

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INVC002

NUMBER

16352590 RI