

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 0001082087

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

Date	Revision	Page
06/05/2015		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
815800 GIBSONB KARNITZK	04ASPH	

Vendor: 0000036460
 MAYS JUDY L.
 C/O FOLSOM LAKE COLLEGE
 10 COLLEGE PKWY
 FOLSOM CA 95630

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	REIMBURSEMENT FOR MATERIALS NEEDED FOR THE AFRICAN AMERICAN CELEBRATION 05/08/15	1.00	LOT	655.40	655.40	06/05/2015

PAY PER RECEIPTS PROVIDED

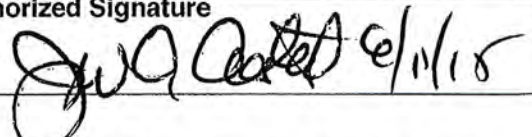
Sub Total Amount	655.40
Sales Tax Amount	0.00
Total PO Amount	655.40

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5200	12	FL.VS.MATR	63200	00000	598A	655.40	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

Req. No. **815800**

Vendor Code _____

Approved by / Date _____

Reviewed by / Date _____

Dispatched Method / Date _____

DATE 5/12/15 VENDOR Judy Mays

ADDRESS 1568 Snapdragon Lane

CITY Roseville STATE CA ZIP 95747

E-MAIL maysj@arc.losrios.edu

PHONE 916-484-8376 FAX _____

P.O. No. _____

DELIVERY INSTRUCTIONS

N/A
Building Name

College/District Location Department

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	Costco 5/2/15				47.73
2	Smart and Final 5/2/15			45.04	42.64
3	Smart and Final 5/8/15				46.56
4	Smart and Final 5/5/15			64.95	47.72
5	" " " 5/7/15			48.02	47.72
6	WinCo Foods 5/6/15				54.47
7	Party City 5/3/15				10.71
8	Party City 5/2/15				24.86
9	Costco 5/8/15				313.06
10	Employee Reimbursement for Judy Mays, ARC				
11	Please mail check to FLC / BSO				
12	UPPER MERCHANDISE				
13	Signature required				
Purchases Charged to Categorical Programs, Grants or Special Projects This purchase is in compliance with the requirements of _____ Program Name <u>SEP/African Am.</u> Tax <input checked="" type="checkbox"/> For grants/special projects _____ Project/Grant Number <u>598A</u> Program Director/Coordinator Signature _____ Program Goal/Objective Number/Explanation <u>African American Celebration</u>					
				Total	<u>652.70</u> <u>\$655.40</u>

I hereby certify the items/services listed above are to be obtained in accordance with District Policy, Conflict of Interest Code, P-8611 and all other applicable district, state, and federal policies, rules, regulations and laws.

REQUESTED BY: Bernard Gibson TYPED/PRINT DATE 5/13/15

REQUESTED BY: [Signature] SIGNATURE DATE 5/12/15

AUTHORIZED: _____ DEAN OR AUTHORIZED SIGNATURE DATE _____

APPROVED: _____ VICE PRESIDENT, ADMINISTRATION DATE _____

Instructions on Reverse

GS #127 02/14
District Office: White

College Requesting: Yellow

Requestor: Pink

Area Dean: Goldenrod

Genfel 15200/12 FL.VS.MATR 655.40

Bus. Unit Account *Fund Org
63200 100000 2015 598A \$ 652.70

Program Sub-Class BY Proj/Grnt Amount

Genfel 14500/12 FL.VS.MATR

Bus. Unit Account *Fund Org
63200 100000 2015 598A \$ _____

Program Sub-Class BY Proj/Grnt Amount

* Asset Location - For equipment purchases over \$200 (Accounts 6480, 6490, 6491, 6493, 6495, and computers) complete the area below indicating the final location where equipment will be housed.

Location Code _____ Dept. _____

Building _____ Room No. _____



CITRUS HEIGHTS 771

7000 AUBURN BLVD
CITRUS HEIGHTS, CA 95621
LW Q ET 90-102248
MEMBER #111797490454 B6

785094 VNTYFR NAPKN	8.99 A
127509 SOLO FORKS	10.49 A
18695 CHINET LUNCH	15.69 A
210000121594 CPN/18695	3.60-
18695 CHINET LUNCH	15.69 A
210000121594 CPN/18695	3.60-

SUBTOTAL	43.66
A 8.0% TAX	4.07

TOTAL	47.73
Cash	60.00
CHANGE	12.27
COUPONS TENDERED	7.20

TOTAL NUMBER OF ITEMS SOLD = 4
CASHIER: SANDRA B REG# 6
05/02/15 17:24 0771 06 0430 176

NO TAXES PAID ON ANY TOBACCO PURCHASES



* Welcome To Our Citrus Heights Store *
Store # 407

See Us On The WEB www.smartandfinal.com

Cashier: Duchess H

DATE 05/03/15

TIME 14:22:50

L.R. Shred Parmesa	7.99 F
Rp Caesar Salad	4.99 F
Rp Caesar Salad	4.99 F
Artic Glocr/Pckr Ic	3.99 FD
Artic Glocr/Pckr Ic	3.99 FD
Rp Caesar Salad	4.99 F
Rp Caesar Salad	4.99 F
Cheez-It Party Mix	9.99 F

SUBTOTAL	45.92
SALES TAX	.64
TOTAL	46.56

CASH	TENDER	46.56
CASH	CHANGE	.00

TOTAL NUMBER OF ITEMS THIS VISIT--> 8



* Welcome To Our Citrus Heights Store *
Store # 407

See Us On The WEB www.smartandfinal.com

Cashier: Daniel

DATE 05/02/15

TIME 19:50:50

FS Water	4.59 F
+CRV	1.75
FS Water	4.59 F
+CRV	1.75
FS 10 oz Tumbler	7.49 T
FS 10 oz Tumbler	7.49 T
FS Hd 6.75 In Plat	7.49 T
FS Hd 6.75 In Plat	7.49 T

SUBTOTAL	42.64
SALES TAX	2.40
TOTAL	45.04

CASH	TENDER	50.05
CASH	CHANGE	5.01

TOTAL NUMBER OF ITEMS THIS VISIT--> 6

19:51:42 P# 23014399 05/02/15
Term:3 Trans # 489 Store # 407

THANK YOU FOR SHOPPING
YOUR CITRUS HEIGHTS SMART&FINAL
STORE MANAGER: ROBERT GAARD
1 (916) 729-0639



The Smaller Faster Warehouse Store

** Welcome To Our Sacramento Store **
Store # 405

See Us On The WEB www.smartandfinal.com

Cashier: Shina

DATE 05/05/15

TIME 20:28:07

Armour Org Meatbal	12.99 F
Armour Org Meatbal	12.99 F
Armour Org Meatbal	12.99 F
Armour Org Meatbal	12.99 F
Armour Org Meatbal	12.99 F

SUBTOTAL	64.95
SALES TAX	.00
TOTAL	64.95

CASH	TENDER	65.00
CASH	CHANGE	.05

TOTAL NUMBER OF ITEMS THIS VISIT--> 5

Smart & Final
extra!

* Welcome To Our Citrus Heights Store *
Store # 407

See Us On The WEB www.smartandfinal.com

Cashier: Rodney

DATE 05/07/15 ✓ TIME 16:53:45

FS Sea Hnstyle Cro	4.79 =
FS Sea Hnstyle Cro	4.79 =
FS 7oz Plastic Cup	3.69 =
FS Ol-I World Cesar	1.39 =
Was \$1.50 / YOU SAVED -> \$.11	
FS Ol-I World Cesar	1.39 =
Was \$1.50 / YOU SAVED -> \$.11	
FS Ol-I World Cesar	1.39 =
Was \$1.50 / YOU SAVED -> \$.11	
FS Water	4.59 =
+CRV	1.75 =
Sweet Kale Salad	4.99 =
Sweet Kale Salad	4.99 =
Sweet Kale Salad	4.99 =
Sweet Kale Salad	4.99 =
Sweet Kale Salad	4.99 =
Sweet Kale Salad	4.99 =
NON TAXABLE CREDIT	-6.00 =

SUBTOTAL	47.72
SALES TAX	30
TOTAL	48.02

CASH	TENDER	60.05
CASH	CHANGE	12.03

TOTAL NUMBER OF ITEMS THIS VISIT--> 13

16:55:49 OPN 23023393 05/07/15
Term:3 Trns # 192 Store # 407

THANK YOU FOR SHOPPING
YOUR CITRUS HEIGHTS SMART&FINAL
STORE MANAGER: ROBERT GAARD
1 (916) 729-0639

WinCo
FOODS

The Supermarket Low Price Leader

www.wincofoods.com
8701 Green Back Ln
Orangevale, CA 95662
Store #0054

Cashier: Alena L

05/06/15 18:59:05

H/PNCH FR JCY	1480064608	7.92 FS
4 @ 1.98		
+CRV	40000000052	.40 FS
4 @ .10		
LANGER JC 100%	4175500806	17.94 FS
6 @ 2.99		
C/DRY GINGERALE	7800015246	7.84 IF
8 @ .98		
+CRV	40000000004	.80 IF
8 @ .10		
KRFT BBQ SCE	2100005234	18.88 FS
16 @ 1.18		

SUBTOTAL	53.78
TOTAL TAX	.69

TOTAL	54.47
CASH	60.50
CASH	CHANGE 6.03

NUMBER OF ITEMS 46

05/06/15 Oper # 134788 Trx # 196
19:00:52 Term # 11 Store #0054

THANK YOU FOR SHOPPING AT WINCO
(916)988-4378

✓ (7)
Party City

NOBODY HAS MORE PARTY FOR LESS

1917 DOUGLAS BLVD, SUITE. 89
ROSEVILLE, CA 95661
916 772-2223

749384320198 FULL SIZE GL \$9.96 T
FULL SIZE GLD STEAM PAN
4 @ \$2.49

SUBTOTAL \$9.96
GEN MERCH TAX @ 7.500% \$0.75
TOTAL \$10.71
CASH \$20.00
CHANGE -\$9.29
ITEMS = 4

STORE 563 TRN 28 REG 4
05-03-2015 03:41:00 PM

ONB 1263 004 014B



ONB1263004014B

✓ (8)
Party City

NOBODY HAS MORE PARTY FOR LESS

1692 ARDEN WY
SACRAMENTO, CA 95815
916 924-0400

749384303214 1/2 SIZE GLD \$7.92 T
1/2 SIZE GLD STEAM PAN
8 @ \$0.99

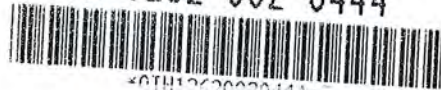
685100178158 CHAFING FUEL \$14.99 T
GEL FUEL VALUE PK 12CT

SUBTOTAL \$22.91
GEN MERCH TAX @ 8.500% \$1.95
TOTAL \$24.86
CR VISA \$24.86
ITEMS = 9

CR VISA SALE \$24.86
XXXXXXXXXXXX8066
APPR: 033916
JOURNAL: 0449023059914250

STORE 449 TRN 100 REG 2
05-02-2015 01:38:30 PM

OIH 1262 002 0444



OIH12620020444



9

***CAL EXPO #471**

1600 EXPO PARKWAY
SACRAMENTO, CA 95815
LW Q ET 90-102228
MEMBER #111832340533 S9

0.00 T

E	782796	KSWATER40PK	3.39
E	46900000000	CA REDEMP VA	2.00
E	782796	KSWATER40PK	3.39
E	46900000000	CA REDEMP VA	2.00
E	39591	SPECIAL WHIT	18.99
E	39595	SPECIAL CHOC	18.99
E	39595	SPECIAL CHOC	18.99

0.00

0.00 T

0.00 T

 | **Begin Bottom of Basket
*Bottom of Basket Item Count = 0

47.73 +

46.55 +

45.04 +

 | **Begin Bottom of Basket
*Bottom of Basket Item Count = 0

64.95 +

48.02 +

 | **Begin Bottom of Basket
 E 782796 KSWATER40PK 3.39
 E 46900000000 CA REDEMP VA 2.00
 E 46018 SANDWCHPLTTR 29.99
 E 46018 SANDWCHPLTTR 29.99
 E 46018 SANDWCHPLTTR 29.99
 E 46018 SANDWCHPLTTR 29.99
 E 46022 TRKYSWSSPLTR 29.99
 E 46022 TRKYSWSSPLTR 29.99
 E 46022 TRKYSWSSPLTR 29.99
 E 46022 TRKYSWSSPLTR 29.99
*Bottom of Basket Item Count = 9

54.47 +

10.71 +

24.85 +

313.06 +

655.40 T

 | **Begin Bottom of Basket
*Bottom of Basket Item Count = 0

 | **Begin Bottom of Basket
*Bottom of Basket Item Count = 0

TOTAL	313.06
Cash	320.00
CHANGE	6.94

TOTAL NUMBER OF ITEMS SOLD = 14