LOS RIOS COMMUNITY COLLEGE DISTRICT

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

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

Date	Revision	Page
12/15/201	5	1
Payment Te	rms Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:		Location / Dept
1007551 NU	LSEN R ROUILLER S	04VAPA1174 VAPA

PURCHASE ORDER NO 0001084727

Supplier: 0000036998 BRADY CASES LLC 2456 INDUSTRIAL BLVD ABILENE TX 79605

Phone: (325) 518-6562

email: brady@bradycases.com

Ship To:

FOLSOM LAKE COLLEGE

RECEIVING

10 COLLEGE PARKWAY FOLSOM CA 95630-6798

United States

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	ATA CASE 42"W X 26"D X 60 EXTERIOR DIMENSION	1.00EA	900.00	900.00	01/04/2016
2- 1	DIVIDER FOR HANGING WEAPONS	1.00EA	100.00	100.00	01/04/2016
3- 1	COMPARTMENT FOR OTHER EQUIPMENT	1.00EA	75.00	75.00	01/04/2016
4- 1	FOAM PADDING FOR ENTIRE INTERIOR OF THE CASE	1.00EA	250.00	250.00	01/04/2016
5- 1	ESTIMATED FREIGHT	1.00EA	250.00	250.00	01/04/2016

PER ESTIMATE DATED 10-29-15

Sub Total Amount **Sales Tax Amount Total PO Amount**

1,575.00 126.00 1.701.00

ΒU GENFD

FL.VI.IEQP

<u>Sub</u> Prog_ 10070 00000 <u>Proi</u> 548F

<u>Amount</u> 1,701.00 **BYear** 2016

0001007551KIRKLINK11-DEC-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.
- ROB POINT AND FREIGHT CHARGES: Unless otherwise specified on this order, all items shall be delivered FOB Destination. No charge for delivery, drayage, express, parcel post, packing, cartage, insurance, license fees, permits, or for any other purpose will be paid by LRCCD unless expressly included and itemized in the order. Unless otherwise shown, on "FOB Shipping Point" transactions, CONTRACTOR shall arrange for lowest cost transportation, prepay and add freight to invoice and furnish supporting freight bills if the amount exceeds \$50.00. On "FOB Shipping Point" transactions, should any shipments under this purchase order be received by LRCCD in a damaged condition and any related freight loss and damage claims filed against the carrier or carriers be wholly or partially declined with the inference that damage was the result of the act of the shipper such as inadequate packaging or loading or some inherent defect in the equipment and/or material, CONTRACTOR on request of LRCCD shall at CONTRACTOR's own expense assist LRCCD in establishing carrier liability by supplying evidence that the equipment and/or materials was properly constructed, manufactured, packaged, and secured to withstand normal transportation conditions. Shipments that are California intrastate in nature and where freight is to be borne by LRCCD shall be tendered to carriers with written instructions that rate and charges may not exceed the lowest lawful rates on file with the California Public Utilities Commission.
- 9. PATENT INDEMNITY: The CONTRACTOR shall hold LRCCD, its officers, agents and employees harmless from alleged liability of any nature or kind, including costs and attorney fees and expenses, for infringement or use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in connection with the contract or purchase order.
- 10. TAXES: Certain articles sold to LRCCD are exempt from certain Federal excise taxes. LRCCD will reimburse the CONTRACTOR for, or pay directly, all California State and local sales and use taxes applicable to this purchase.
- 11. EQUAL OPPORTUNITY EMPLOYER: The acceptance of this purchase order by a supplier of goods and services is a certification that such supplier complies with all provisions of executive order 11246 and is an equal opportunity employer.
- 12. GENERAL SAFETY ORDERS: All materials, supplies and services sold to LRCCD shall conform to the general safety orders of the State of California. All materials, except as otherwise specified, must be new and of the best quality of their respective kinds.
- 13. INDEMNIFICATION: CONTRACTOR shall indemnify, defend and hold harmless LRCCD, its trustees, officers, agents, employees and volunteers, from any and all claims, demands, suits, causes of action, damages, penalties, breaches of this agreement, infringement of patent rights, costs, expenses, violations of employee occupational health and safety laws, attorney fees, losses or liability, property damage, personal injuries to or death of persons, arising out of, alleged to have arisen out of, or relating in any way to CONTRACTOR's work to be performed under this agreement, except if caused solely by the negligence of LRCCD.
- 14. TERMINATION: LRCCD may terminate this agreement and be relieved of the payment of any consideration to CONTRACTOR should CONTRACTOR fail to perform the covenants herein contained at the time and in the manner herein provided. In the event of such termination LRCCD may proceed with the work in any manner deemed proper by LRCCD. The cost to LRCCD shall be deducted from any sum due the CONTRACTOR under this agreement and the balance if any, shall be paid the CONTRACTOR upon demand.
- 15. ASSIGNMENT: Without the written consent of LRCCD, this agreement is not assignable by CONTRACTOR either in whole or in part.
- 16. PUBLIC WORKS PROJECTS: CONTRACTOR must comply with Public Contract Code.
- 17. CA LABOR CODE: Pursuant to Section 1700, and following, the CONTRACTOR shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Copies of such prevailing rate of per diem wages are on file at the Business Office of the Los Rios Community College District, 1919 Spanos Court, Sacramento, CA 95825. Those copies shall be made available to any interested party upon request. The CONTRACTOR shall forfeit, as penalty to the LRCCD, Fifty Dollars (\$50.00) for each calendar day or portion thereof, for each workman paid less than the stipulated prevailing rates for any work done under the contract by him/her or by any subcontractor under him, in violation of the provisions of such Labor Code.
- 18. NOTICE: Your employees <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.

Requisition

Supplier

MISCELLANEOUS

***** CA 95825 United States

Ship To:

RECEIVING 10 COLLEGE PARKWAY FOLSOM CA 95630-6798

PLC BUSINESS SERWAGES

2015 DEC 10 A

GENFD Date 12/01/2015

OPEN

Page

0001007551 Requisition Name:

Bldg#

1,575.00

VAPA

Requester Ruth Nielsen

Requester Signature

Buyer: Suzanne Rouiller

Approved:

Total Requisition Amount:

Line-Schd	Description			T.	Quantity	UOM		Price	Extended Amt Due Date
1-1	42"WX26"DX	X60 EXTERIOR	R DIMENSION AT	A	1	EA		900.00	900.00
ASSET DEPT:	VAPA	LOCATION:	04VAPA1174	CATEGORY	: EQUIP		1	PROFILE:	EQP:OTHER
2-1	DIVIDER FO	OR HANGING V	VEAPONS		1	EA		100.00	100.00
ASSET DEPT:	VAPA	LOCATION:	04VAPA1174	CATEGORY	: EQUIP		1	PROFILE:	EQP:OTHER
3-1	COMPARTM	MENT FOR OTH	HER EQUIPMENT	г	1	EA		75.00	75.00
ASSET DEPT:	VAPA	LOCATION:	04VAPA1174	CATEGORY	; EQUIP		1	PROFILE:	EQP:OTHER
4-1	FOAM PADI	DING FOR ENT	TIRE INTERIOR ()F	1	EA		250.00	250.00
ASSET DEPT:	VAPA	LOCATION:	04VAPA1174	CATEGORY	: EQUIP		1	PROFILE:	EQP:OTHER
5-1	ESTIMATED	FREIGHT			1	EA		250.00	250.00
ASSET DEPT:	VAPA	LOCATION:	04VAPA1174	CATEGORY	: FRT		1	PROFILE:	EQP:OTHER

NEW VENDOR APPLICATION, W-9 FORM AND ESTIMATE ATTACHED

SUB-TOTAL: \$1.575.00 8% TAX: \$126.00

TOTAL: \$1,701.00

 $\begin{array}{ccc} \underline{\text{Org}} & \underline{\text{Prog}} & \underline{\text{Sub}} \\ \text{FL.VI.IEQP} & 10070 & 00000 \end{array}$ Proj **Amount** Acct Fd 548F 1,575.00 GENED 6490 12

Purchases Charged to Catagorical Programs, Grants or Special Project.

This purchase is in compliance with the requirement of STEF

For grants/special projects

Approval Signature

Approval Signature



LOS RIOS COMMUNITY COLLEGE DISTRICT 1919 Spanos Court Sacramento, CA 95825

1919 Spanos Court ■ Sacramento, CA 95825
PURCHASING DEPARTMENT (916) 568-3071
Fox (916) 568-3145 ■ Irredourch scallostics edu

VENDOR APPLICATION

Return signed completed form to Purchasing via fax or email.

Brady Bruton NAME: Fax (916)568-3145 ■ Irccdpurchase@losrios.edu FEDERAL ID# OR SOCIAL SECURITY # NAME OF FIRM **Brady Cases LLC** 1069288 **MAILING ADDRESS REMIT ADDRESS** 2456 Industrial Blvd Abilene, Tx 79605 2456 Industrial Blvd Abilene, Tx 76905 brady@bradycases.com (325) 518-6562 **EMAIL** PHONE FAX ORGANIZATION CLASSIFICATION www.bradycases.com WEBSITE (Check all that apply) Individual MBE **AUTHORIZED COMPANY REPRESENTATIVES** Partnership WBE Title/Capacity Name Email **Brady Bruton** Owner brady@bradycases.com **DVBE** Non Profit Corporation (List State Incorporated) Contractor's License # Collect CA Tax (circle one) Yes No PROVIDE LIST OF COMMODITIES, EQUIPMENT, SUPPLIES and/or SERVICES AVAILABLE TO THE DISTRICT crate construction cabinetry ATA case production OTHER BUSINESS INFORMATION **VENDOR CERTIFICATION** certify that all statements contained herein are correct. understand that this information will be used as a basis for **Discounts Extended Payment Terms** evaluating my request to receive bid invitations for purchases. upfront or 50% down, 50% to ship understand that being placed on the qualified vendor bid list does not in any way represent an endorsement of my firm by Los Rios, nor does it relieve my firm of providing bonds and insurances as Refund/Returns required. I further agree to disclose any known or potential conflicts of interest relating to my business and Los Rios.

SIGNATURE

LOS RIOS PURCHASING ONLY: www.losrios.edu

INITIALS

understand the requirements for fulfilling and invoicing orders. I further certify this firm is an equal opportunity employer.

CLEAR FORM/RESET

11/4/15

DATE

Owner

TITLE

Form W-9

(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.								
	Brady Bruton								
2	2 Business name/disregarded entity name, if different from above								
ge	Brady Cases LLC								
Print or type See Specific Instructions on page	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: Individual/sole proprietor or	Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) Exemption from FATCA reporting code (if any)							
Pri	☐ Other (see instructions) ►		(Applies to accounts maintained outside the U.S.)						
_ ifi	5 Address (number, street, and apt. or suite no.)	quester's name	and address (optional)						
bec	2456 Industrial Blvd								
e s	6 City, state, and ZIP code								
Se	Abilene, Tx 79605								
	7 List account number(s) here (optional)								
			-						
Par	Taxpayer Identification Number (TIN)								
backu reside entitie	your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid p withholding. For individuals, this is generally your social security number (SSN). However, for a nt alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other s, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a</i> n page 3.	or	ecurity number						
Note. guideli	If the account is in more than one name, see the instructions for line 1 and the chart on page 4 fo ines on whose number to enter.	9 0	- 1 0 6 9 2 8 8						
Part	II Certification								
	penalties of perjury, I certify that:								
1. The	e number shown on this form is my correct taxpayer identification number (or I am waiting for a nu	ımber to be i	ssued to me); and						
2. I an Ser	n not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I havice (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dillonger subject to backup withholding; and	ave not been	notified by the Internal Revenue						
3. I an	n a U.S. citizen or other U.S. person (defined below); and								
4. The	FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is	correct.							
Certifi becaus interes genera	ication instructions. You must cross out item 2 above if you have been notified by the IRS that y se you have failed to report all interest and dividends on your tax return. For real estate transaction to paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an ally, payments other than interest and dividends, you are not required to sign the certification, but stions on page 3.	ou are currer ins, item 2 do individual re	pes not apply. For mortgage tirement arrangement (IRA), and						
Sign Here	Tan 12 4	11/4/2	2015						

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

- 1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued), $\,$
- 2. Certify that you are not subject to backup withholding, or
- 3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- 4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See What is FATCA reporting? on page 2 for further information.

estimate

Brady Cases 2456 Industrial Blvd Abilene, Tx 79605 888-789-8139 www.bradycases.com

date Oct 29, 2015 valid until

sent to

3 bradycases.com

item	quantity	rate	total		
42" w x 26" d x 60" exterior dimension ATA case	1	\$900.00	\$900.00		
divider for hanging weapons	1	\$100.00	\$100.00		
compartment for other equipment	1	\$75.00	\$75.00		
foam padding for entire interior of the case	1	\$250.00	\$250.00		
estimated freight	1	\$250.00	\$250.00		
	Subtotal		\$1,575.00		
		Tax 1 \$109.			
	Tax 2				
	IAN Z		\$0.00 \$1,684.31		

Invoice



Kent Custom Cases 1999 Clinton Street Buffalo New York 14206 United States T. 800-450-9812 ext 5 chris@kentcustom.com Bill to:

Folsom Lake College David Harris 10 College Pkwy Folsom California 95630 United States T. 916-608-6760 harrisd@flc.losrios.edu

Document no.

948

Date

Amount due

2015-10-29

Due date

2015-10-29

PO number

Description

Used currency: (USD)

Product	Description	Quantity	Unit price	Project	Total
0001	ATA Theatrical Swords and Accessories Vault Ext: 3/8" Black Laminate Birch	1.00	1,575.00		1,575.00
	Wood Int: Medium Density Ester Foam Add-ons: 2 Drawers, Steel Recessed Handles, Latches Steel Ball Corners 4" Locking Casters (Blue) Aluminum Extrusions	S	SHIPPING		3CLUDEO
	Aluminum Extrusions		TAX	N/	A
			Subtotal		1,575.00
			Total		1,575.00
			Paid to date		0.00



100 Durand Road Winnipeg, MB R2J 3T2 1-800-337-3325 info@bigdealcases.com

Please sign here or call to confirm.

QUOTATION

In U.S. Funds

Date:

October 5, 2015

Company:

Folsom Lake College Theatre Arts

Address:

Attention:

David Harris

Phone:

Quotation F	repared by	Job	Payment Terms	Delivery Date		
Steve Barsb	у		NET 30	TBD		
Quantity	Description			Unit Price		Total
agouiliny		1 3/4" Baltic Birch Case to house Theatrical Swords and Accessories		\$1,716.05	USD ea.	\$1,716.05
	Spec for the	e original case are: 4	42" W x 26" D x 60" H with wheels			
	Please see	attached photos as	well			
			TAX			N/A
			SUPPRE			WELLE
Notes:						
4457						
F.O.B. our Pla All estimates exchange rai	nt. are calculated bo	ased on Canadian fund ct to change. Addition	ne Transportation Specification 300, Category 1. s. U.S. prices are estimated using the current of charges will apply for shipping. Shipping case			
To Accept thi	s quotation,	lirm X			TOT	AL



Job

100 Durand Road Winnipeg, MB R2J 3T2 1-800-337-3325 info@bigdealcases.com

Quotation Prepared by

QUOTATION

In U.S. Funds

Date:

October 30, 2015

Company:

Folsom Lake College Theatre Arts

Address:

10 College Pkwy

Folsom, CA 95630

Attention:

David Harris

Phone:

Delivery Date

Steve Barsb	У	NET 30	TBD	TBD			
Quantity	Description	escription Ur		Unit Price To			
	1 3/4" Baltic Birch Case to	house Theatrical Swords and Accessories	\$1,716.05	USD ea.	\$1,716.05		
	Approximate Shipping	3325.00 USD					
	Tax Free						
Notes:							
F.O.B. our Plan All estimates of exchange rate	it. are calculated based on Canad	eed Airline Transportation Specification 300, Category 1 lian funds. U.S. prices are estimated using the current Additional charges will apply for shipping. Shipping cas					
To Accept this Please sign he	quotation, ere or call to confirm.	X		TOTA	AL		

Payment Terms