

# 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 B116311**  
**CHANGE ORDER**

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

<b>Date</b>	<b>Revision</b>	<b>Page</b>
07/01/2015	2 - 05/16/2016	1
<b>Payment Terms</b>	<b>Freight Terms</b>	<b>Ship Via</b>
NET 30	Shipping Point	Best Metho
<b>Reference:</b>	<b>Location / Dept</b>	
1006875 KIRKLINK ROUILLER S	04FALR CAFÉ	

**Supplier:** 0000018273  
 BEV-TECH  
 PO BOX 1091  
 FRESNO CA 93714-1091

**Phone:** (916) 428-5294  
**Fax:** (559) 485-1034

**email:**

**Ship To:** FOLSOM LAKE COLLEGE  
 RECEIVING  
 10 COLLEGE PARKWAY  
 FOLSOM CA 95630  
 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	PREVENTATIVE MAINT SERV CALL 2X YEAR. ITEMS TO BE REPLACED EACH CALL: WATER FILTERS FOR COFFEE BREWERS (3), ESPRESSO MACHINE (1), O-RINGS AS REQUIRED. PO INCLUDES FUEL CHARGE.	1.00 EA	2,215.00	2,215.00	05/01/2016

**AUTHORIZED PERSONNEL:**  
 KATHLEEN KIRKLIN  
 COLLEEN JOHNSON  
 WENDA VANDER WERF  
 DAREN CELEBRADO

PY BPO B115316

02-01-16 INCREASE PO BY \$265.00 PER J HARMAN. NEW PO TOTAL \$2,065.00 - SR

05-16-16 INCREASE PO BY \$150.00 PER J HARMAN. NEW PO TOTAL \$2,215.00 - SR


**DO NOT SEND TO VENDOR**

<b>Sub Total Amount</b>	2,215.00
<b>Sales Tax Amount</b>	0.00
<b>Total PO Amount</b>	2,215.00

<u>BU</u>	<u>Acct</u>	<u>Fd</u>	<u>Org</u>	<u>Prog</u>	<u>Sub</u>	<u>Proj</u>	<u>Amount</u>	<u>BYear</u>
GENFD	5600	11	FL.VA.OFFC	69400	00000	041A	2,215.00	2016

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

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**PURCHASE ORDER NO B116311  
CHANGE ORDER**

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

Date	Revision	Page
07/01/2015	2 - 05/16/2016	2
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
1006875 KIRKLINK ROUILLER S	04FALR CAFÉ	

**Supplier:** 0000018273  
BEV-TECH  
PO BOX 1091  
FRESNO CA 93714-1091

**Phone:** (916) 428-5294  
**Fax:** (559) 485-1034

**email:**

**Ship To:** FOLSOM LAKE COLLEGE  
RECEIVING  
10 COLLEGE PARKWAY  
FOLSOM CA 95630  
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
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0001006875HARMANJ10-JUN-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**  
**on Total PO**  
**Amount Page**

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## Purchase Order / Change Order Request

(One PO per Request)

PO # B116311

Request Date: 05/10/16

College/Dept.: FLC/ADMN

Vendor Name BEV TECH

Increase Blanket Purchase Order Line# 1 by \$150.00

Budget to be charged: GENFD 5600 11 FL.VA.OFFC 69400 00000 041A

OTHER: Requested by Wenda Vander Werff

# LOS RIOS COMMUNITY COLLEGE DISTRICT

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**PURCHASE ORDER NO B116311  
 CHANGE ORDER**

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

<b>Date</b> 07/01/2015	<b>Revision</b> 1 - 02/01/2016	<b>Page</b> 1
<b>Payment Terms</b> NET 30	<b>Freight Terms</b> Shipping Point	<b>Ship Via</b> Best Metho
<b>Reference:</b> 1006875 KIRKLINK GALLARZOC		<b>Location / Dept</b> 04FALR CAFÉ

**Supplier:** 0000018273  
 BEV-TECH  
 PO BOX 1091  
 FRESNO CA 93714-1091

**Phone:** (916) 428-5294  
**Fax:** (559) 485-1034

**email:**

**Ship To:** FOLSOM LAKE COLLEGE  
 RECEIVING  
 10 COLLEGE PARKWAY  
 FOLSOM CA 95630  
 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	PREVENTATIVE MAINT SERV CALL 2X YEAR. ITEMS TO BE REPLACED EACH CALL: WATER FILTERS FOR COFFEE BREWERS (3), ESPRESSO MACHINE (1), O-RINGS AS REQUIRED. PO INCLUDES FUEL CHARGE.	1.00 EA	2,065.00	2,065.00	05/01/2016

AUTHORIZED PERSONNEL:  
 KATHLEEN KIRKLIN  
 COLLEEN JOHNSON  
 WENDA VANDER WERF  
 DAREN CELEBRADO

PY BPO B115316

02-01-16 INCREASE PO BY \$265.00 PER J HARMAN. NEW PO TOTAL \$2,065.00 - SR

<b>Sub Total Amount</b>	2,065.00
<b>Sales Tax Amount</b>	0.00
<b>Total PO Amount</b>	2,065.00

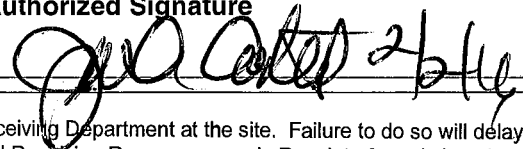
**DO NOT SEND TO VENDOR**

<u>BU</u>	<u>Acct</u>	<u>Fd</u>	<u>Org</u>	<u>Prog</u>	<u>Sub</u>	<u>Proj</u>	<u>Amount</u>	<u>BYear</u>
GENFD	5600	11	FL.VA.OFFC	69400	00000	041A	2,065.00	2016

0001006875HARMANJ10-JUN-2015

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## Purchase Order / Change Order Request

(One PO per Request)

PO # B116311

Request Date: 01/29/16

College/Dept.: FLC/ADMN

Vendor Name BEV TECH

Increase Blanket Purchase Order Line# 1 by \$265.00  
Budget to be charged: GENFD 5600 11 FL.VA.OFFC 69400 00000 041A

OTHER: Requested by Wenda Vander Werff

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**PURCHASE ORDER NO B116311**

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<b>Date</b> 07/01/2015	<b>Revision</b>	<b>Page</b> 1
<b>Payment Terms</b> NET 30	<b>Freight Terms</b> Shipping Point	<b>Ship Via</b> Best Metho
<b>Reference:</b> 1006875 KIRKLINK GALLARZOC		<b>Location / Dept</b> 04PALR

**Vendor:** 0000018273  
 BEV-TECH  
 PO BOX 1091  
 FRESNO CA 93714-1091

**Phone:** (916) 428-5294  
**Fax:** (559) 485-1034

**email:**

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 RECEIVING  
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 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	PREVENTATIVE MAINT SERV CALL 2X YEAR. ITEMS TO BE REPLACED EACH CALL: WATER FILTERS FOR COFFEE BREWERS (3), ESPRESSO MACHINE (1), O-RINGS AS REQUIRED. PO INCLUDES FUEL CHARGE.	1.00	EA	1,800.00	1,800.00	05/01/2016

AUTHORIZED PERSONNEL:  
 KATHLEEN KIRKLIN  
 COLLEEN JOHNSON  
 WENDA VANDER WERF  
 DAREN CELEBRADO

PY BPO B115316

Sub Total Amount	1,800.00
Sales Tax Amount	0.00
Total PO Amount	1,800.00

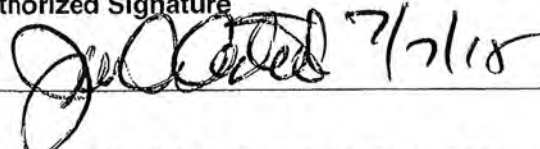
BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5600	11	FL.VA.OFFC	69400	00000	041A	1,800.00	2016

0001006875HARMANJ10-JUN-2015

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# Requisition

**Vendor:** BEV-TECH  
 PO BOX 1091  
 FRESNO CA 93714-1091  
 United States

**Ship To:** RECEIVING  
 10 COLLEGE PARKWAY  
 FOLSOM CA 95630-6798

<b>Business Unit:</b> GENFD OPEN		
Req ID:	Date	Page
0001006875	07/01/2015	1
<b>Requester</b>		<b>Bldg#</b>
Kathleen Kirklin		CAFÉ
<b>Requester Signature</b>		
Buyer: Christina Gallarzo		
Approved: <i>JH</i> <i>6/10/15</i>		

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	PREVENTATIVE MAINT SERV CALL 2X YEAR. ITEMS TO BE REPLACED EACH CALL: WATER FILTERS FOR COFFEE BREWERS (3), ESPRESSO MACHINE (1), O-RINGS AS REQUIRED. PO INCLUDES FUEL CHARGE.	1	EA	1,800.00	1,800.00	

**Total Requisition Amount:** 1,800.00

NOTE TO PURCHASING:  
 ASSIGN B116\_\_PO#  
 NO TAX  
 AMOUNT ONLY

AUTHORIZED PERSONNEL:  
 KATHLEEN KIRKLIN  
 COLLEEN JOHNSON  
 WENDA VANDER WERF  
 DAREN CELEBRADO

PY BPO B115316

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount
GENFD	5600	11	FL.VA.OPFC	69400	00000	041A	1,800.00

*Approved  
 Logged 6/11*

<b>Approval Signature</b> <i>Jerry Harman</i> <i>6/10/15</i>	<b>Approval Signature</b>	<b>Approval Signature</b>
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