

**FOLSOM LAKE COLLEGE**  
EL DORADO CENTER | RANCHO CORDOVA CENTER

10 College Parkway  
Folsom, CA 95630

**PURCHASE ORDER NO. CBF16040**

FLC FOUNDATION

PO Date: Oct 9, 2015

Date Required:

Ordered By: Kathleen Kirklin

Requisition #: CB37999

VENDOR: Alpha Architectural Signs & Lighting  
8565 23rd Street  
Sacramento CA 95826  
Email:

SHIP TO:  
FOLSOM LAKE COLLEGE  
RECEIVING  
10 COLLEGE PARKWAY  
FOLSOM, CA 95630

BILL TO:  
FOLSOM LAKE COLLEGE  
ATTN: BUSINESS SERVICES  
10 COLLEGE PARKWAY  
FOLSOM, CA 95630

PH: 916.379.0225 FAX: 916.379.0217

Line #	Item/Description	QTY	UOM	PO Price	Extended Amount
	Replace COMSTOCK MORTGAGE Donor Signage with GUILD MORTGAGE COMPANY				
	Proposal Dated 9/16/15 - Guild Mortgage Replacement Includes:	1.00	JOB	\$5,141.600	\$5,141.60
	Lobby Signage: Set One - Set Two \$3395.00 (T) Removal of old copy and Installation of set one and two \$1475.00 (NT) 8.00 % Sales Tax \$ 271.60				
	Proposal Dated 3/19/15 - Guild Mortgage Replacement Plaque Includes:	1.00	JOB	\$734.600	\$734.60
	Donor Plaque: One new plaque \$495.00 (T) Installation: \$200.00 (NT) 8.00% Sales Tax (on Signage) \$ 39.60				
	Payment Terms: 50% Deposit Due with PO \$2,938.10 50% Balance Due Upon Completion- (invoices required) \$2,938.10				
	Note: Deposit overpaid by \$59.00 - due to sales tax error on vendor quotes/invoices dated 9/16/15. PAID CK#1023: \$ 2997.10 Project Balance Due at completion will be reduced to: \$2,879.10				
	PROJECT TOTAL \$5876.20				

INSTRUCTIONS:

EMAIL INVOICE TO:  
Brenda Haney 916.608.6635  
haneyb@flc.losrios.edu

Sub Total	\$5,876.20
State Tax % <input type="checkbox"/>	State Tax \$0.00
	Shipping <input type="checkbox"/>
Total PO Amount	\$5,876.20

All shipments, invoices, and correspondence must be identified with our Purchase Order Number  
Direct all deliveries and delivery documents to the SHIP TO address.  
Direct all correspondence and invoices to the BILL TO address.  
NO PAYMENT will be made without an invoice.

Payment Terms: NET 30

AUTHORIZED SIGNATURE AND DATE

*Kathleen Kirklin* 10/18/15



FOLSOM LAKE COLLEGE  
EL DORADO CENTER | RANCHO CORDOVA CENTER

CHECK ONE

ASG(71,72)

College Act. Trust(81)

Foundation(83)

IR(13,14)

Harris Ctr(55)

Vendor # ~~2000031918~~

2015 OCT -8 P

CAMPUS-BASED REQUISITION

10/8/15  
DATE

VENDOR Alpha Architectural

REQ. # CBF 37999

ADDRESS \_\_\_\_\_

PO REQUIRED(circle one) YES NO

CITY \_\_\_\_\_

P.O. # CBF 16040

STATE \_\_\_\_\_ ZIP \_\_\_\_\_

DATE REQUIRED \_\_\_\_\_

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
1	Replace Comstock Mortgage				
2	Donor Signage with				
3	GUILD MORTGAGE COMPANY				
4					
5	Lobby - 2 sets				3395.00 T
6	Labor			non tax	1475.00
7	Donor Plaque				495.00 T
8	Labor			non tax	200.00
9	Guild Mortgage has been invoice for cost of replacement (INV ATTACHED)				
10					

Check Distribution

Call Student, Hold for pick up # _____	Sub-Total	5,565.00
Call _____, Hold for pick up # _____	Sales Tax	429.20
Forward to _____	Freight	311.20
Inter-Campus mail to _____	TOTAL	5994.20
USPS mail		
Other _____		

\* 50% Deposit to Start # 2,997.10  
50% balance due upon completion ~~2997.10~~  
2,879.10  
5,876.20  
Con'd #5,876.20  
Total

Other Operating BANFL 5890 83 FL.CP.FOUN 70903 10000 6700 \$

Account Name \_\_\_\_\_ Bus Unit \_\_\_\_\_ Account \_\_\_\_\_ Fund \_\_\_\_\_ Department \_\_\_\_\_ Program \_\_\_\_\_ Class \_\_\_\_\_ Project \_\_\_\_\_ Amount \_\_\_\_\_

AUTHORIZED Sally Howard  
Club Officer/Requestor

APPROVED Patricia Kullen  
Faculty Advisor/Administrator

Business Services Use Only

Budget Checked R Vendor ID 989

Voucher # 37999 10/13/15 Date 10/13/15  
50% deposit

Warrant # 91023-Deposit Date 10/13/15



AlphaArchitectural  
Signs & Lighting

8565 23rd Avenue Sacramento, CA 95826 P 916.379.0225 F 916.379.0217

**Proposal - Guild Mortgage replacement**

10-14-15 REV 6

Bill To: Folsom Lake College  
1919 Spanos Court  
Sacramento, CA 95825-3981

Project Location:  
10 College Parkway  
Folsom, CA 95630  
916-608-6555  
[kirklik@flc.losrios.edu](mailto:kirklik@flc.losrios.edu)  
Attn: Sally Howard  
Vice President, Administration

**Scope: Fabricate and install 2 sets of copy one at each entrance including  
Logo name and the word " LOBBY"**

**Remove old copy and install new panels on top of new aluminum  
Surface**

Investment	
Set One - Set Two	\$ 3395.00
Removal of old copy and Installation set one and two	\$ 1475.00
Tax @ 8%	\$ 271.60
<b>Total</b>	<b>\$ 5141.60</b>
50% deposit required	\$2570.80

Due on completion

\_\_\_\_\_  
Approved

\_\_\_\_\_  
date



**AlphaArchitectural**  
**Signs & Lighting**

8565 23rd Avenue Sacramento, CA 95826 P 916.379.0225 F 916.379.0217

**Proposal - Guild Mortgage replacement Plaque**

03-19-15

*Bill To:* Folsom Lake College  
1919 Spanos Court  
Sacramento, CA 95825-3981

Project Location:  
10 College Parkway  
Folsom, CA 95630  
916-608-6555  
[kirklik@flc.losrios.edu](mailto:kirklik@flc.losrios.edu)  
Attn: Kathleen Kirklin  
Vice President, Administration

**Scope: Fabricate and install one new plaque 9" X 14" as per approved drawing. Cast Aluminum to match existing Guild Mortgage Company**

**Remove old Plaque replace with new.**

Investment	
One new plaque	\$ 495.00
Installation	\$ 200.00
Tax @ 8%	\$ 39.60
<b>Total</b>	<b>\$ 734.60</b>

50% deposit required

Due on completion

\_\_\_\_\_  
**Approved**

\_\_\_\_\_  
**date**





# AlphaArchitectural Signs & Lighting

8565 23rd Avenue Sacramento, CA 95826 P 916.379.0225 F 916.379.0217

## Deposit Request

## #514101-3

10-14-15 REV 6

Bill To: Folsom Lake College  
1919 Spanos Court  
Sacramento, CA 95825-3981

Project Location:  
10 College Parkway  
Folsom, CA 95630  
916-608-6555  
[kirklik@flc.losrios.edu](mailto:kirklik@flc.losrios.edu)  
Attn: Sally Howard  
Vice President, Administration

**Scope: Fabricate and install 2 sets of copy one at each entrance including  
Logo name and the word " LOBBY"**

**Remove old copy and install new panels on top of new aluminum  
Surface**

Total	\$ 5141.60
50% deposit required	\$2570.80

Chk#

**PAID**  
10/13/15

~~2,629.80~~

Deposit  
(over paid  
59.00)

Adjusted Bal Due

\$ 2,511.80

BANK OF AMERICA

**Folsom Lake College Foundation**

100 Scholar Way  
Folsom, California 95630  
(916) 608-6549

11-35  
1210

Date 10/13/2015

0000001023

Pay Amount \$2,997.10\*\*\*

\*\*\*\*TWO THOUSAND NINE HUNDRED NINETY-SEVEN AND 10/100 DOLLAR\*\*\*\*

VOID SIX MONTHS FROM DATE DRAWN

Pay To The  
Order of

AUTHORIZED SIGNATURE

ALPHA ARCHITECTURAL SIGNS & LIGHTING  
8565 23RD AVENUE  
SACRAMENTO, CA 95826

THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK - HOLD AT AN ANGLE TO VIEW

⑈000000 10 23⑈ ⑆121000358⑆ 14994⑈03853⑈

CAMPUS CONTACT: Folsom Lake College Foundation

Check Date: Oct/13/2015      FLC BOFA Foundation      Check No.: 0000001023

Description	Invoice No.	Invoice Date	Invoice Amount	Paid Amount
PO#_CBF16040 50% Deposit	Deposit_PO#_CBF	Oct/08/2015	37999	2,997.10    0.00    2,997.10

Plaque INV# 514101-4      50% BAL PAID 367.30

Sign INV# 514101-3      PAID 2629.80

— \$ 2997.10

Actual Deposit Due      \$ 2938.10

Over paid      <59.00>

Final Project Bal Due      \$ 2,879.10

(Plaque 367.30)  
(Sign 2511.80)

LOS RIOS COMMUNITY COLLEGE

FLC

0000001023

1919 Spanos Court  
Sacramento, CA 95825-3981

Date Oct/13/2015

Pay Amount \$2,997.10\*\*\*

Pay \*\*\*\*\*TWO THOUSAND NINE HUNDRED NINETY-SEVEN AND 10 / 100 DOLLAR\*\*\*\*\*

To The **ALPHA ARCHITECTURAL SIGNS & LIGHTING**  
Order Of 8565 23RD AVENUE  
SACRAMENTO, CA 95826

Authorized Signature

\* NON-NEGOTIABLE \*

Signature: \_\_\_\_\_

Received Date: \_\_\_\_\_

Check Date: Oct/13/2015      BANFL      FLC BOFA      Foundation      Check No. 0000001023

Description	Invoice No.	Invoice Date	Voucher ID	Invoice Amount	Discount	Paid Amount
PO#_CBF16040 50% Deposit Deposit_PO#_CBF - Guild Mortgage Signage/Plague Replacement		Oct/08/2015	37999	2,997.10	0.00	2,997.10

File Copy

Vendor Number	Name		Total Discounts	
0000000989	ALPHA ARCHITECTURAL SIGNS & LIGHTING		\$0.00	
Check Number	Date	Total Amount	Discounts Taken	Total Paid Amount
0000001023	Oct/13/2015	\$2,997.10	\$0.00	\$2,997.10



## Haney, Brenda

---

**From:** Kirclin, Kathleen  
**Sent:** Wednesday, October 14, 2015 10:46 AM  
**To:** Haney, Brenda  
**Cc:** Howard, Sally  
**Subject:** FW: REV 6 Guild signs  
**Attachments:** ProREV6@FLC@GuildLobby@10-14-15.doc; DepositREV6@FLC@GuildLobby@10-14-15.doc; Pro@FLC@PlaqueGuildLobby@03-19-15.doc; DepositREV6@FLC@PlaqueGuildLobby@10-14-15.doc

Hi Brenda,

Attached are the updated invoices from Alpha. Aaron has corrected the sales tax.

Lobby – 2 sets	\$5,141.60
Plaque	<u>\$734.60</u>
Total	\$5,876.20

Kathleen



**Kathleen Kirclin | Vice President, Administration**

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

p. 916.608.6733 | f. 916.608.6584 | [kathleen.kirclin@flc.losrios.edu](mailto:kathleen.kirclin@flc.losrios.edu) | [www.flc.losrios.edu](http://www.flc.losrios.edu)

---

**From:** Aaron Gilliland [mailto:[aaronquicksilver@yahoo.com](mailto:aaronquicksilver@yahoo.com)]  
**Sent:** Wednesday, October 14, 2015 1:37 AM  
**To:** Kirclin, Kathleen <[KirkliK@flc.losrios.edu](mailto:KirkliK@flc.losrios.edu)>; Howard, Sally <[HowardS@flc.losrios.edu](mailto:HowardS@flc.losrios.edu)>  
**Subject:** REV 6 Guild signs

see attached corrected tax amount

Aaron Gilliland  
Project Director,  
*Alpha Architectural Signs and Lighting*

8565 23rd Ave  
Sacramento, CA 95826  
530-305-1488 C  
916-379-0225 O  
916-379-0217 F  
[www.alphasigns.us](http://www.alphasigns.us)

*"Dig inside; inside is the fountain of good, and it will forever flow, if you will forever dig  
Marcus Aurelius*