

# TOSHIBA

**BUSINESS SOLUTIONS**

***California / Nevada***

10/17/2016

**LOS RIOS COMMUNITY COLLEGE DISTRICT  
1919 SPANOS COURT STE 400  
SACRAMENTO, CA 95825**

**ATTENTION: LYUDMILA SLAV**

Customer Number: T0BA7FB

Subject: Refund Check – Rental Charges Billed in Error – PO# 0001082168

Serial Numbers: CHG116426 and CPE145244

Models: eStudio2540C / 355SE

Dear Lyudmila:

The enclosed check is the refund amount due to Los Rios Community College District for 9 months of rental charges billed in error for the above mentioned devices on PO# 0001082168 from 10-1-15 to 6-1-16.

Please feel free to contact me directly if you have any questions or concern.

Thank you,

**Kimberly Cope  
Contract Billing - Major Accounts  
Toshiba Business Solutions**

Phone: (949) 267-4226

Email: [kimberly.cope@tbs.toshiba.com](mailto:kimberly.cope@tbs.toshiba.com)

Toshiba Business Solutions  
9740 Irvine Blvd.  
Irvine, CA 92618

# TOSHIBA

BANK OF AMERICA  
 Commercial Disbursement  
 Northbrook, IL  
 2-3/710

458012049

Date 27-OCT-16

Pay Amount \$ \*\*\*\*\*2,225.88

Pay \*\*\*\*\* Two Thousand Two Hundred Twenty-Five Dollars And Eighty-Eight Cents\*\*\*\*\*

To The Order Of: LOS RIOS COMMUNITY COLLEGE CA  
 1919 SPANOS COURT  
 SACRAMENTO, CA 95825  
 United States

*David L.*  
 \_\_\_\_\_  
 Authorized Signature

⑈458012049⑈ ⑆071000039⑆ 7188101814⑈

BORDER CONTAINS MICROPRINTING

Check Date : 27-OCT-16

Check No. 458012049

Invoice Number	Invoice Date	Description	Discount Avail	Paid Amount
10/17/2016	17-OCT-16	10/17/2016	0.00	2,225.88

DEPOSIT TO:  
 GENFO 8899 11 REV.FLC 0000 RF200 OLTF  
 PO1082168 TOSHIBA REFNOVRPMT

LRCCD  
 NOV 08 2016  
 ACCTS OPS

Supplier Number	Supplier Name		Page Sub-Total
T0BT2WP	LOS RIOS COMMUNITY COLLEGE CA		2,225.88
Check Number	Check Date	Discounts Taken	Total Paid Amount
458012049	27-OCT-16	0.00	*****2,225.88

**From:** [Haney, Brenda](#)  
**To:** [Harman, Joany](#)  
**Subject:** FW: Refund from Toshiba  
**Date:** Tuesday, November 08, 2016 3:53:49 PM  
**Attachments:** [DOC110816-11082016161252.pdf](#)  
[LEASE\\_0001082168\\_TOSHIBA\\_FLC\\_PLE & LIBR\\_SN\\_CHG116426 & SN\\_CPE145244.pdf](#)

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GENFD 5601 11 FL.VA.PAY 61900 00000 2016 041X – PO copy attached.

Thank you,

*Brenda Haney*

Business Services

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

☎ 916.608.6635 | ✉ [haneyb@flc.losrios.edu](mailto:haneyb@flc.losrios.edu)

-----Original Message-----

From: Harman, Joany  
Sent: Tuesday, November 08, 2016 3:41 PM  
To: Haney, Brenda <[haneyb@flc.losrios.edu](mailto:haneyb@flc.losrios.edu)>  
Subject: FW: Refund from Toshiba

Brenda,

Please see who this belonged to so I can determine if we need to set up a budget against the revenue.

Thanks,

Joany

-----Original Message-----

From: Wong, Barbara  
Sent: Tuesday, November 08, 2016 3:22 PM  
To: Harman, Joany  
Subject: Refund from Toshiba

Hi Joany,

Attached is a refund check received from Toshiba for overcharges against PO 0001082168. According to BAM, we cannot abate current year expenditures with revenue for prior year activity. We will be depositing the check against your revenue budget as noted in the attachment. Let me know if you have any questions. Thank you.

Barbara Wong  
Accounting Operations Supervisor  
Los Rios Community College District  
1919 Spanos Court Sacramento CA 95825

Phone: (916) 568-3038

E-mail: [wongb@losrios.edu](mailto:wongb@losrios.edu)

# 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 0001082168  
 CHANGE ORDER**

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

Date	Revision	Page
07/08/2015	5 - 12/16/2015	1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
1006871 LEWIS J ROUILLER S	04ASPH IT	

Supplier: 0000018967  
 TOSHIBA BUSINESS SOLUTIONS  
 12677 ALCOSTA BLVD STE 100  
 SAN RAMON CA 94583

Phone: (888) 417-2000

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

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
1- 1	S/N: CHG116426 AND S/N: CPE145244 - LEASE AGREEMENT TOSHIBA COPIER BUNDLE: ONE E-STUDIO 2540C COLOR DEVICE S/N:CHG116426 (LOCATION: 04ASPH151A/B); & ONE: E-STUDIO 355SE B&W DEVICE S/N: CPE145244 (LOCATION:04ASPH23)	1.00	JOB	3,900.00	3,900.00	05/30/2016

**MAINTENANCE AGREEMENT - INCLUDED IN LEASE PMTS.**

09/01/11 - 6/30/12	10/MOS @ \$319.00/MO = \$3,190.00	PO# 0001063321 - PAID/CLOSED
07/01/12 - 6/30/13	12/MOS @ \$319.00/MO = \$3,828.00	PO# 0001067981 - PAID/CLOSED
07/01/13 - 6/30/14	12/MOS @ \$319.00/MO = \$3,828.00	PO# 0001072566 - PAID/CLOSED
07/01/14 - 08/30/14	2/MOS @ \$319.00/MO = \$ 638.00	PO# 0001077325 - PAID/CLOSED
09/01/14 - 06/30/15	10/MOS @ \$271.00/MO = \$2,710.00	PO# 0001077325 - OPEN
07/01/15 - 09/30/15	2/MOS @ \$271.00/MO = \$ 542.00	PO# 0001077325 - OPEN
TOTAL LEASE -	48/MONTHS= \$14,736.00	

36/MOS @ \$319.00 = \$11,484.00, 12/MOS @ \$271.00 = \$3,252.00: TOTAL 48/MO LEASE = \$14,736.00

INCLUDES: ALL PARTS, LABOR, SERVICES AND SUPPLIES (INCLUDING GOPRINT CABLES) ; TRAINING; 10,000 COPIES PER MONTH; OVERAGES @ \$.015 PER/MONOCROME COPY OVER 10,000 PER MONTH; ALL COLOR COPIES BILLED @ \$.053/EA (NO MINIMUMS) - \*\*COLOR USAGE CAN BE DISABLED\*\*, APPLICABLE TAXES \$43.36 INCLUDED.

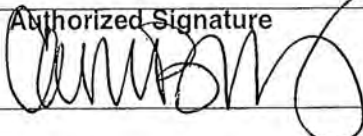
REFERENCE SACRAMENTO COUNTY RFP# 7294  
 CONTRACT# WA00025092  
 36-MONTH TERM RENTAL

EMAIL PURCHASE ORDER TO: kevin.enzminger@tbs.toshiba.com

09-18-15 INCREASE PO BY \$339.64 PER J HARMAN TO COVER 3rd MONTH OF LEASE AND 4 MOS OF OVERAGES. NEW PO TOTAL \$925.00 - SR

12-16-15 INCREASE PO BY \$2,975.00 PER J HARMAN. NEW PO TOTAL \$3,900.00 - SR

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

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

**PURCHASE ORDER NO 0001082168  
 CHANGE ORDER**

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

Date	Revision	Page
07/08/2015	5 - 12/16/2015	2
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
1006871 LEWIS J ROUILLER S	04ASPH IT	

Supplier: 0000018967  
 TOSHIBA BUSINESS SOLUTIONS  
 12677 ALCOSTA BLVD STE 100  
 SAN RAMON CA 94583

Phone: (888) 417-2000

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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Sub Total Amount	3,900.00
Sales Tax Amount	0.00
Total PO Amount	3,900.00

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5601	11	FL.VA.PAYP	61900	00000	041X	3,900.00	2016

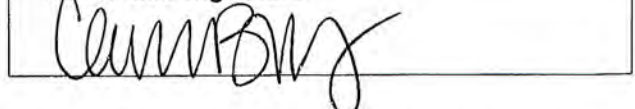
0001006871KIRKLINK12-JUN-2015

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>

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Authorized Signature



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**Purchase Order / Change Order Request**  
(One PO per Request)

PO # 0001082168

Request Date: 12/16/15

College/Dept.: FLC

Vendor Name Toshiba Business Solutions

Increase line 1 by 2,975.00 to 3,900.00

OTHER: Remainder of FY rental charges and overages.

# 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** 0001082168  
**CHANGE ORDER**

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

Date	Revision	Page
07/08/2015	4 - 09/18/2015	1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
1006871 LEWISJ GALLARZOC	04ASPH IT	

**Supplier:** 0000018967  
 TOSHIBA BUSINESS SOLUTIONS  
 12677 ALCOSTA BLVD STE 100  
 SAN RAMON CA 94583

**Phone:** (888) 417-2000

**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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MAINTENANCE AGREEMENT - INCLUDED IN LEASE PMTS.

09/01/11 - 6/30/12 10/MOS @ \$319.00/MO = \$3,190.00 PO# 0001063321 - PAID/CLOSED  
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 07/01/14 - 08/30/14 2/MOS @ \$319.00/MO = \$ 638.00 PO# 0001077325 - PAID/CLOSED  
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 07/01/15 - 09/30/15 2/MOS@ \$271.00/MO = \$ 542.00 PO# 0001077325 - OPEN  
 TOTAL LEASE - 48/MONTHS= \$14,736.00

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 CONTRACT# WA00025092  
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09-18-15 INCREASE PO BY \$339.64 PER J HARMAN TO COVER 3rd MONTH OF LEASE AND 4 MOS OF OVERAGES. NEW PO TOTAL \$925.00 - SR

**DO NOT SEND TO VENDOR**

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Authorized Signature

Authorized Signature  
 on Total PO

Amount Page

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

**PURCHASE ORDER NO** 0001082168  
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07/08/2015	4 - 09/18/2015	2
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NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
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**Supplier:** 0000018967  
 TOSHIBA BUSINESS SOLUTIONS  
 12677 ALCOSTA BLVD STE 100  
 SAN RAMON CA 94583

**Phone:** (888) 417-2000

**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
----------	------------------	--------------	----------	--------------	----------

Sub Total Amount	925.00
Sales Tax Amount	0.00
Total PO Amount	925.00

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5601	11	FL.VA.PAYP	61900	00000	041X	925.00	2016

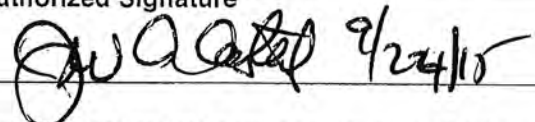
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**Purchase Order / Change Order Request**  
(One PO per Request)

PO # 0001082168

Request Date: 9/18/15

College/Dept.: FLC

Vendor Name Toshiba Business Solutions

Increase line 1 by 339.64 to 925.00

OTHER: Cover 3<sup>rd</sup> month of lease and 4 mos. of overages.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PURCHASE ORDER NO

0001082168

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
07/08/2015	2 - 07/16/2015	1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
1006871 LEWISJ GALLARZOC	04ASPH IT	

Vendor: 0000018967  
TOSHIBA BUSINESS SOLUTIONS  
12677 ALCOSTA BLVD STE 100  
SAN RAMON CA 94583

Phone: (888) 417-2000

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

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07/01/13 - 6/30/14 12/MOS @ \$319.00/MO = \$3,828.00 PO# 0001072566 - PAID/CLOSED  
07/01/14 - 08/30/14 2/MOS @ \$319.00/MO = \$ 638.00 PO# 0001077325 - PAID/CLOSED  
09/01/14 - 06/30/15 10/MOS@ \$271.00/MO = \$2,710.00 PO# 0001077325 - OPEN  
07/01/15 - 09/30/15 2/MOS@ \$271.00/MO = \$ 542.00 PO# 0001077325 - OPEN  
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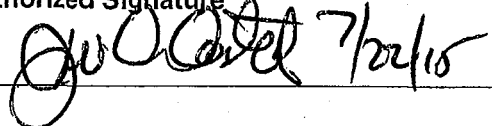
REFERENCE SACRAMENTO COUNTY RFP# 7294  
CONTRACT# WA00025092  
36-MONTH TERM RENTAL

EMAIL PURCHASE ORDER TO: kevin.enzminger@tbs.toshiba.com

Sub Total Amount	585.36
Sales Tax Amount	0.00
Total PO Amount	585.36

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Authorized Signature



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# LOS RIOS COMMUNITY COLLEGE DISTRICT

**PURCHASE ORDER NO**

**0001082168**

**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.*

<b>Date</b> 07/08/2015	<b>Revision</b> 2 - 07/16/2015	<b>Page</b> 2
<b>Payment Terms</b> NET 30	<b>Freight Terms</b> Shipping Point	<b>Ship Via</b> Best Metho
<b>Reference:</b> 1006871 LEWISJ GALLARZOC		<b>Location / Dept</b> 04ASPH IT

**Vendor:** 0000018967  
TOSHIBA BUSINESS SOLUTIONS  
12677 ALCOSTA BLVD STE 100  
SAN RAMON CA 94583

**Phone:** (888) 417-2000

**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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BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	Year
GENFD	5601	11	FL.VA.PAYP	61900	00000	041X	585.36	2016

0001006871KIRKLINK12-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>

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**Authorized Signature**  
**Authorized Signature**  
**on Total PO**  
**Amount Page**

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# Requisition

FY 15/14

PO# 0001082168

**Vendor:** TOSHIBA BUSINESS SOLUTIONS  
12677 ALCOSTA BLVD STE 100  
SAN RAMON CA 94583  
United States

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

Business Unit: <b>GENFD OPEN</b>	
Req ID: 0001006871	Date: 07/01/2015
Requester: Jeff Lewis	Bldg#: IT
Requester Signature	
Buyer: Christina Gallarzo	
Approved: <i>KL 6/12/15</i>	

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	LEASE AGREEMENT TOSHIBA COPIER BUNDLE: ONE E-STUDIO 2540C COLOR DEVICE S/N:CHG116426 (LOCATION: 04ASPH151A/B); & ONE: E-STUDIO 355SE B&W DEVICE S/N: <del>07308367</del> <b>CPE145244</b> (LOCATION:04ASPH23)	1	LOT	542.00	542.00	07/01/2015

Total Requisition Amount: 542.00

**MAINTENANCE AGREEMENT - INCLUDED IN LEASE PMTS.**

09/01/11 - 6/30/12 10/MOS @ \$319.00/MO = \$3,190.00 PO# 0001063321 - PAID/CLOSED  
 07/01/12 - 6/30/13 12/MOS @ \$319.00/MO = \$3,828.00 PO# 0001067981 - PAID/CLOSED  
 07/01/13 - 6/30/14 12/MOS @ \$319.00/MO = \$3,828.00 PO# 0001072566 - PAID/CLOSED  
 07/01/14 - 08/30/14 2/MOS @ \$319.00/MO = \$ 638.00 PO# **000107725**  
 09/01/14 - 06/30/15 10/MOS @ \$271.00/MO = \$2,710.00  
 07/01/15 - 09/30/15 2/MOS @ \$271.00/MO = \$ 542.00 - **2014**  
 TOTAL LEASE - 48/MONTHS= \$14,736.00

36/MOS @ \$319.00 = \$11,484.00, 12/MOS @ \$271.00 = \$3,252.00: TOTAL 48/MO LEASE = \$14,736.00

INCLUDES: ALL PARTS, LABOR, SERVICES AND SUPPLIES (INCLUDING GOPRINT CABLES); TRAINING; 10,000 COPIES PER MONTH;  
 OVERAGES @ \$.015 PER/MONOCHROME COPY OVER 10,000 PER MONTH; ALL COLOR COPIES BILLED @ \$.053/EA (NO MINIMUMS) -  
 \*\*COLOR USAGE CAN BE DISABLED\*\*

SALES TAX: \$43.36.  
 ORDER TOTAL: \$585.36.

REFERENCE SACRAMENTO COUNTY RFP# 7294  
 CONTRACT# WA00025092  
 36-MONTH TERM RENTAL

EMAIL PURCHASE ORDER  
 EMAIL ADDRESS : kevin.enzminger@tbs.toshiba.com

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount
GENFD	5601	11	FL.VA.PAYP	61900	00000	041X	542.00

*✓ Approved  
 Logged 6/11*

Approval Signature	Approval Signature	Approval Signature
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# **TOSHIBA BUNDLE PROPOSAL**

## **FOLSOM LAKE COLLEGE**

### **Featuring:**

#### **e-Studio 2540c Color Device(1 ea.)**

25 B/W Copies/Prints per minute  
25 Color Copies/Prints per minute  
2 x550 Adjustable Drawers  
100 Sheet RADF  
Networking Print/Scan  
Up to 12 x18 Paper  
Wide Screen Touch Control Panel  
Department Management  
Magazine-Booklet Mode  
Cabinet Stand  
Set Up of "Go Print" including  
GS Cable for Coin/bill/card Acceptor (part # 901-145-TOS-CL2)

#### **e-Studio 355se Black & White (1 ea.)**

35 B/W Copies/Prints per minute  
2 x550 Adjustable Drawers  
Binder Minders (Book Copying)  
Networking Print/Scan  
Up to 12 x18 Paper  
Wide Screen Touch Control Panel  
Department Management  
Magazine-Booklet Mode  
Cabinet Stand  
COLOR Scanning  
Set Up of "Go Print" including  
GS Cable for Coin/bill/card Acceptor (part # 901-145-TOS-EB2)

**Monthly Rental Payment (1 - 36 Month): \$319.00**

**Monthly Rental Payment (37 – 48 Month): \$271.00**

### **Maintenance Agreement (Included in Payment):**

- All Parts, Labor, Service and Supplies
  - Training
  - 10,000 Monochrome Copies Per Month
  - Overages @ .015 Per Monochrome Copy Over 10,000 Per Month
  - All Color Copies Billed @ .053 (No Minimums)
- \*\*Color usage can be disabled\*\***

**Note: Requisition / Purchase Order must include the following:**

**Reference Sacramento County RFP #7294**  
**Contract # WA00025092**  
**36-Month Term Rental**

**From:** [Haney, Brenda](#)  
**To:** [Wong, Barbara](#); [Slav, Lyudmila](#)  
**Cc:** [Lewis, Jeff](#); [Harman, Joany](#)  
**Subject:** TOSHIBA LEASE\_PO\_0001082184 / RCC / SN: C2B214730 – ES356 Copier & PO\_0001082168 / FLC / SN: CHG116426 & CPE145244 – ES2540c and ES355se  
**Date:** Tuesday, May 17, 2016 2:32:02 PM  
**Attachments:** [TOSHIBA Confirmation of Copier Ownership at End of Lease POs - 0001082168, 0001082184.pdf](#)  
[Toshiba Invoices SN C2B214730 Feb-April 2016.pdf](#)  
[LEASE\\_0001082184\\_TOSHIBA\\_RCC\\_COMP\\_LAB\\_SN\\_C2B214730.pdf](#)  
[LEASE\\_0001082168\\_TOSHIBA\\_FLC\\_PLE & LIBR\\_SN\\_CHG116426 & SN\\_CPE145244.pdf](#)  
**Importance:** High

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Hi Barbara –

According to attached Email Confirmation from our Toshiba Sales Rep – Shane Pitto, dated 8/20/15 FLC owns the following copiers at end of the 4<sup>th</sup> Year (48 Payments):

PO\_0001082184 – SN: C2B214730 – ES356 Copier - we should not pay more than 48 Payments on this 4 YR Lease -

- o FY2016 – we should pay only 7 Payments July 2015 – Jan 2016 \$983.15 - which is what PO History shows.
- o Per Lease and email confirmation – there is no Buy Out required for this copier at lease end – we now own it.
- o It is our understanding that the attached Lease invoices for Feb, March and April 2016 – should not be paid.

Also covered in attached Email:

PO\_0001082168 – SN: CHG116426 & CPE145244 – ES2540c and ES355se - we should not pay more than 48 Payments on this 4 YR Lease -

- o FY2016 – we should pay only 3 Payments July - Sept 2016 \$983.15 - which is what PO History shows.
- o Per Lease and email confirmation – there is no Buy Out required for this copier at lease end – we now own it.

Thank you,

*Brenda Haney*

Business Services

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

☎ 916.608.6635 | ✉ [haneyb@flc.losrios.edu](mailto:haneyb@flc.losrios.edu)

**From:** Shane Pitto [mailto:Shane.Pitto@tbs.toshiba.com]  
**Sent:** Thursday, August 20, 2015 11:54 AM  
**To:** Lewis, Jeff <lewisj@flc.losrios.edu>  
**Subject:** RE: Blanket Purchase Orders FLC/EDC FY 2016  
**Importance:** High

Hi Jeff,

Hope all is going well. Sorry for my delayed reply, I was on vacation last week. Please see below details for requested buyout options and monthly / yearly maintenance costs. Attached are NEW REPLACEMENT quotes if you choose to upgrade versus keeping the existing products in place.

**Product:** ES356

**Serial Number:** C2B214730

**Buyout:** \$0

**Note:** At the end of the 4<sup>th</sup> year you will own this product. The cost of the monthly maintenance, with same inclusions as existing contract, will be \$75.00 per month ( \$900 / Year )

Two Products below are on a GROUP BILL so maintenance cost listed is for both products with a shared allowance.

**Product:** ES2540c

**Serial Number:** CHG116426

**Product:** ES355se

**Serial Number:** CPE145244

**Buyout:** \$0

**Note:** At the end of the 4<sup>th</sup> year you will own this product. The cost of the monthly maintenance, with same inclusions as existing contract, will be \$65.00 per month ( \$780 / Year )

Upon review, if you need further information or have questions please let me know.

Have a great day!!

Kind Regards,

**Shane Pitto**

**State & Local Government Account Manager**

**Toshiba Business Solutions**

1170 National Drive, Suite 60 | Sacramento, CA 95834

Direct: 916-928-2713 | Fax: 916-928-2704

[shane.pitto@tbs.toshiba.com](mailto:shane.pitto@tbs.toshiba.com)

[www.tbs.toshiba.com](http://www.tbs.toshiba.com)



**From:** Lewis, Jeff [mailto:lewisj@flc.losrios.edu]

**Sent:** Friday, August 07, 2015 6:45 PM

**To:** Shane Pitto  
**Subject:** RE: Blanket Purchase Orders FLC/EDC FY 2016

Hey Shane. According to my business office we need to gather information on buyout options and compare that to replacing them with new leases. Can you get me quotes on replacement machine leases (4 years like before) as well as a buyout quote as well as the yearly maintenance to go along with that buyout option.

Thanks!

---

**From:** Shane Pitto [<mailto:Shane.Pitto@tbs.toshiba.com>]  
**Sent:** Wednesday, July 22, 2015 10:42 AM  
**To:** Lewis, Jeff <[lewisj@flc.losrios.edu](mailto:lewisj@flc.losrios.edu)>  
**Subject:** RE: Blanket Purchase Orders FLC/EDC FY 2016  
**Importance:** High

Good Morning Jeff,

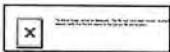
Please see attached quote to extend the ES2540c and ES355se GROUP contract through 6-30-2016.

Upon review, if you need further details or support please let me know.

Have a great day!

**Shane Pitto**  
State & Local Government Account Manager

Toshiba Business Solutions  
1170 National Drive, Suite 60 | Sacramento, CA 95834  
Direct: 916-928-2713 | Fax: 916-928-2704  
[shane.pitto@tbs.toshiba.com](mailto:shane.pitto@tbs.toshiba.com)  
[www.tbs.toshiba.com](http://www.tbs.toshiba.com)



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**From:** Lewis, Jeff [<mailto:lewisj@flc.losrios.edu>]  
**Sent:** Tuesday, July 21, 2015 1:45 PM  
**To:** Shane Pitto  
**Subject:** RE: Blanket Purchase Orders FLC/EDC FY 2016

Hey Shane. Here is the requisition. Christina will be sending the PO soon. Can I get a new quote to extend it through June?

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**From:** Gallarzo, Christina  
**Sent:** Tuesday, July 21, 2015 10:15 AM  
**To:** TOSHIBA ([shane.pitto@tbs.toshiba.com](mailto:shane.pitto@tbs.toshiba.com)) <[shane.pitto@tbs.toshiba.com](mailto:shane.pitto@tbs.toshiba.com)>  
**Cc:** Lewis, Jeff <[lewisj@flc.losrios.edu](mailto:lewisj@flc.losrios.edu)>  
**Subject:** FW: Blanket Purchase Orders FLC/EDC FY 2016  
**Importance:** High

Good Morning Shane,



Attached you will find the fiscal year 2016 blanket purchase orders for the Folsom Lake and El Dorado Center Campuses. I attempted to send the documents to a POC cited on the requisitions, but they were returned undeliverable. Please process accordingly or route to Kevin (if necessary). I do ask if you route for any reason that you include me on distribution so I may update the notes in the purchase orders.  
Regards,  
Christina

Christina Gallarzo  
Los Rios Community College District  
Office: (916) 568-3072, Fax (916) 568-3145

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**From:** Gallarzo, Christina  
**Sent:** Tuesday, July 21, 2015 9:08 AM  
**To:** '[kevin.enzminger@tbs.toshiba.com](mailto:kevin.enzminger@tbs.toshiba.com)'  
**Subject:** Blanket Purchase Orders FLC/EDC FY 2016

Good Morning Kevin,  
Attached you will find the blanket purchase orders for FY 16 replacing the expired FY 15 BPO's for the Folsom Lake and El Dorado Center Campuses. Please confirm successful receipt and processing of the attached scanned copies.  
Kindest Regards,  
Christina

---

Christina Gallarzo  
Los Rios Community College District  
Office: (916) 568-3072, Fax (916) 568-3145

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This message (and any attached files) is secret, confidential and proprietary and is intended solely for specific addressee(s). If the reader of this message is not the intended recipient, please notify the sender immediately by reply email and delete it and all backup copies immediately.



Haney, Brenda

Pending Action from TSV

**From:** Lewis, Jeff  
**Sent:** Thursday, August 20, 2015 6:25 PM  
**To:** Kirklin, Kathleen  
**Cc:** Haney, Brenda  
**Subject:** TOSHIBA LEASES ENDING 2015  
**Attachments:** image004.jpg; image003.jpg; image003.jpg

This looks like a good deal to me. I bet I can lower the cost on the 356. I think it's the EDC library.

Jeff

Begin forwarded message:

**From:** Shane Pitto <[Shane.Pitto@tbs.toshiba.com](mailto:Shane.Pitto@tbs.toshiba.com)>  
**Date:** August 20, 2015 at 2:09:05 PM PDT  
**To:** "Lewis, Jeff" <[lewisj@flc.losrios.edu](mailto:lewisj@flc.losrios.edu)>  
**Subject:** RE: Blanket Purchase Orders FLC/EDC FY 2016

Hi Jeff,

Correct, both maintenance costs cover all parts, labor, supplies and preventative maintenance kits. The \$65 charge is for BOTH products combined. It is a bit lower than the ES356 due to the allowance is less. The ES356 has an allowance of 15,000 per month and the ES2504c / ES355se have a "shared" allowance of 10,000 per month.

Hope that helps. Let me know if I can assist further.

Best Regards,

**Shane Pitto**

**State & Local Government Account Manager**

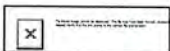
Toshiba Business Solutions

1170 National Drive, Suite 60 | Sacramento, CA 95834

Direct: 916-928-2713 | Fax: 916-928-2704

[shane.pitto@tbs.toshiba.com](mailto:shane.pitto@tbs.toshiba.com)

[www.tbs.toshiba.com](http://www.tbs.toshiba.com)



**From:** Lewis, Jeff [<mailto:lewisj@flc.losrios.edu>]  
**Sent:** Thursday, August 20, 2015 1:51 PM  
**To:** Shane Pitto  
**Subject:** FW: Blanket Purchase Orders FLC/EDC FY 2016  
**Importance:** High

Thanks Shane, so the \$75/month maintenance on the ES365 covers all repairs, parts and toner? And the maintenance on the ES2540c and ES355se combined is only \$65/month, or is that for each?