

# LOS RIOS COMMUNITY COLLEGE DISTRICT PURCHASE ORDER NO 0001089560

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
10/20/2016		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
1008744 ZWERENZK SHEWMAKERN	04EDCA103 EDC	

**Supplier:** 0000005843  
 VWR SCIENTIFIC  
 100 MATSONFORD ROAD  
 RADNOR PA 19087

**Phone:** (800) 932-5000  
**Fax:** (866) 329-2897

**email:**

**Ship To:** EL DORADO CENTER  
 RECEIVING  
 6699 CAMPUS DR  
 PLACERVILLE CA 95667  
 United States

**Bill To:** 1919 Spanos Court  
 Sacramento CA 95825-3981  
 United States

Tax Exempt? N	Use Tax Applicable: Y	Line-Sch	Item/Description	Quantity UOM	PO Price	Extended Amt	Due Date
		1- 1	MODEL DNA DOUBLE HELIX #817008	1.00 EA	1,047.00	1,047.00	11/03/2016
		2- 1	MODEL SICKLE CELL ANEMIA MODEL #814756	1.00 EA	245.99	245.99	11/03/2016
		3- 1	MODEL LIVER, #813540	1.00 EA	718.25	718.25	11/03/2016
		4- 1	MODEL NEURON #813020	1.00 EA	298.26	298.26	11/03/2016
		5- 1	E&I FUEL SURCHARGE	1.00 EA	3.51	3.51	11/03/2016
		6- 1	MODEL BACTERIA TYPES #470163-148	1.00 EA	173.40	173.40	11/03/2016
		7- 1	MODEL HALF HEAD # 470212-460	2.00 EA	152.15	304.30	11/03/2016

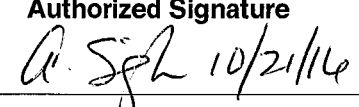
PER QUOTE #8030202933 DATED 10/07/2016

Sub Total Amount	2,790.71
Sales Tax Amount	0.00
Total PO Amount	2,790.71

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	4300	12	FL.VI.VTEA	12050	00000	314A	477.70	2017
GENFD	6490	12	FL.VI.IEQP	12050	00000	548F	2,313.01	2017

0001008744KIRKLINK18-OCT-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

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.

# Requisition

**Supplier:** VWR SCIENTIFIC  
100 MATSONFORD ROAD  
RADNOR PA 19087  
United States

0000005843

**Phone:** (800) 932-5000      **Fax:** (866) 329-2897  
**email:**

**Ship To:** RECEIVING  
6699 CAMPUS DR  
PLACERVILLE CA 95667

<b>Business Unit:</b> GENFD      OPEN	
Req ID: 0001008744	Date: 10/14/2016      Page: 1
Requisition Name: 2017 VWR	
Requester: Kimberly Zwerenz	Bldg#: EDC
Requester Signature	
Buyer: Nicholas Shewmaker	
Approved:	

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	MODEL DNA DOUBLE HELIX #817008	1	EA	1,047.00	1,047.00	10/14/2016
	ASSET DEPT: EDC      LOCATION: 04EDCA103      CATEGORY: SCI	1		PROFILE: EQP:SCI		
2-1	MODEL SICKLE CELL ANEMIA MODEL #814756	1	EA	245.99	245.99	10/14/2016
	ASSET DEPT: EDC      LOCATION: 04EDCA103      CATEGORY: SCI	1		PROFILE: EQP:SCI		
3-1	MODEL LIVER, #813540	1	EA	718.25	718.25	10/14/2016
	ASSET DEPT: EDC      LOCATION: 04EDCA103      CATEGORY: SCI	1		PROFILE: EQP:SCI		
4-1	MODEL NEURON #813020	1	EA	298.26	298.26	10/14/2016
	ASSET DEPT: EDC      LOCATION: 04EDCA103      CATEGORY: SCI	1		PROFILE: EQP:SCI		
5-1	E&I FUEL SURCHARGE	1	EA	3.51	3.51	10/14/2016
	ASSET DEPT: EDC      LOCATION: 04EDCA103      CATEGORY: SCI	1		PROFILE: EQP:SCI		
6-1	MODEL BACTERIA TYPES #470163-148	1	EA	173.40	173.40	
7-1	MODEL HALF HEAD # 470212-460	2	EA	152.15	304.30	

**Total Requisition Amount:**      2,790.71

PER QUOTE #8030202933 DATED 10/07/2016

MERCHANDISE TOTAL : \$2787.20  
E&I FUEL SURCHARGE: \$3.51 (NST)  
TAX 7.5%: \$209.04  
TOTAL: 2999.75

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount
GENFD	4300	12	FL.VI.VTEA	12050	00000	314A	477.70
GENFD	6490	12	FL.VI.IEQP	12050	00000	548F	2,313.01

Approval Signature 	Approval Signature 	Approval Signature
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# Requisition

**Supplier:** VWR SCIENTIFIC  
 100 MATSONFORD ROAD  
 RADNOR PA 19087  
 United States

0000005843

**Phone:** (800) 932-5000      **Fax:** (866) 329-2897  
**email:**

**Ship To:** RECEIVING  
 6699 CAMPUS DR  
 PLACERVILLE CA 95667

<b>Business Unit:</b> GENFD      OPEN	
Req ID: 0001008744	Date: 10/14/2016
Requisition Name: 2017 VWR	
Requester: Kimberly Zwerenz	Bldg#: EDC
Requester Signature	
Buyer: Nicholas Shewmaker	
Approved:	

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
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**Purchases Charged to Catagorical Programs, Grants or Special Project.**

This purchase is in compliance with the requirement of VTEA & SLEF  
 For grants/special projects 314A 548F

Name: Monica Packer

Approval Signature 	Approval Signature 	Approval Signature
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**From:** [Zwerenz, Kim](#)  
**To:** [Haney, Brenda](#)  
**Subject:** FW: damaged item shipped from Ward's  
**Date:** Wednesday, November 16, 2016 11:12:50 AM  
**Attachments:** [4316\\_001.pdf](#)

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**From:** Nancy State [<mailto:nancy.state@vwr.com>]  
**Sent:** Friday, November 04, 2016 1:28 PM  
**To:** Zwerenz, Kim <[ZwerenK@flc.losrios.edu](mailto:ZwerenK@flc.losrios.edu)>  
**Subject:** RE: damaged item shipped from Ward's

Hello Kim:

Please see attached UPS return label for your item.

**Just print the label**  
**Affix to box**  
**Give to UPS**

We have entered a replacement for you on this item.

Nancy State  
Customer Care Support  
P: 800-242-2042 x203271  
[Nancy.State@vwr.com](mailto:Nancy.State@vwr.com)

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**From:** Zwerenz, Kim [<mailto:ZwerenK@flc.losrios.edu>]  
**Sent:** Friday, November 04, 2016 1:53 PM  
**To:** Nancy State <[nancy.state@vwr.com](mailto:nancy.state@vwr.com)>  
**Subject:** RE: damaged item shipped from Ward's

Yes I can return it. Please forward the UPS tag and a RMA number. When can I expect a replacement?

Thanks

Kim

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**From:** Nancy State [<mailto:nancy.state@vwr.com>]  
**Sent:** Friday, November 04, 2016 8:07 AM  
**To:** Zwerenz, Kim <[ZwerenK@flc.losrios.edu](mailto:ZwerenK@flc.losrios.edu)>  
**Subject:** damaged item shipped from Ward's

Good day Kim:

Regarding the liver model, is it possible that you can return this item to us?  
I will send return information to you.  
Thank you  
Please advise

Nancy State  
Customer Care Support  
P: 800-242-2042 x203271  
[Nancy.State@vwr.com](mailto:Nancy.State@vwr.com)

UPS Internet Shipping: View/Print Label

1. **Ensure there are no other shipping or tracking labels attached to your package.** Select the Print button on the print dialog box that appears. Note: If your browser does not support this function select Print from the File menu to print the label.
2. **Fold the printed label at the solid line below.** Place the label in a UPS Shipping Pouch. If you do not have a pouch, affix the folded label using clear plastic shipping tape over the entire label.
3. **GETTING YOUR SHIPMENT TO UPS**  
**Customers with a Daily Pickup**  
 Your driver will pickup your shipment(s) as usual.

**Customers without a Daily Pickup**

Take your package to any location of The UPS Store®, UPS Access Point(TM) location, UPS Drop Box, UPS Customer Center, UPS Alliances (Office Depot® or Staples®) or Authorized Shipping Outlet near you. Items sent via UPS Return Services(SM) (including via Ground) are also accepted at Drop Boxes. To find the location nearest you, please visit the 'Find Locations' Quick link at ups.com. Schedule a same day or future day Pickup to have a UPS driver pickup all of your Internet Shipping packages.

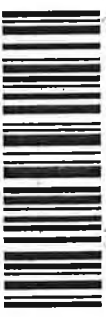

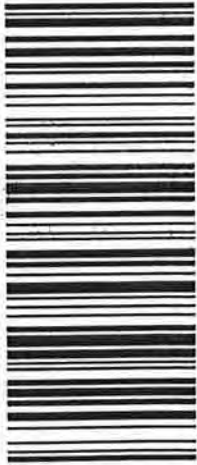

Hand the package to any UPS driver in your area.

UPS Access Point™  
THE UPS STORE  
3987 MISSOURI FLAT RD  
PLACERVILLE, CA 95667

UPS Access Point™  
THE UPS STORE  
1390 BROADWAY  
PLACERVILLE, CA 95667

UPS Access Point™  
THE UPS STORE  
3450 PALMER DR  
CAMERON PARK, CA 95682

FOLD HERE

FOLSOM LAKE COLLEGE 6699 CAMPUS DR PLACERVILLE, CA 95667  <b>SHIP TO:</b> RETURN 8021144524 800-727-4368 WARDS SCIENCE 5100 W. HENRIETTA RD WEST HENRIETTA NY 14586-9729	9 LBS  1 OF 1	NY 144 9-03 		<b>UPS GROUND</b> TRACKING #: 1Z 118 352 03 9075 7603 	BILLING: P/P  <small>UPS 18 S 50 WINTNVS0 81.0A 10/2016</small>
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**Proof of Delivery**

[Close Window](#)

Dear Customer,

This notice serves as proof of delivery for the shipment listed below.

**Tracking Number:** 1Z1183520390757603  
**Service:** UPS Ground  
**Weight:** 9.00 lbs  
**Shipped/Billed On:** 11/04/2016  
**Delivered On:** 11/16/2016 8:54 A.M.  
**Delivered To:** WEST HENRIETTA, NY, US  
**Received By:** BERTHOLD  
**Left At:** Inside Delivery

Thank you for giving us this opportunity to serve you.

Sincerely,

UPS

Tracking results provided by UPS: 11/16/2016 2:19 P.M. ET

[Print This Page](#)

[Close Window](#)

**Haney, Brenda**

*RAW update*

**From:** Zwerenz, Kim  
**Sent:** Thursday, March 09, 2017 3:31 PM  
**To:** Haney, Brenda  
**Subject:** RE: ADD'L SUPPORT DETAIL \_ MRM\_INV# 8046610715\_VWR PO\_0001089560

Yes – received it last week

Kim

*closed*  
*11/15/16*  
*COMPL*  
*94 740185*

**From:** Haney, Brenda  
**Sent:** Wednesday, March 1, 2017 3:07 PM  
**To:** Zwerenz, Kim <ZwerenK@flc.losrios.edu>  
**Subject:** FW: ADD'L SUPPORT DETAIL \_ MRM\_INV# 8046610715\_VWR PO\_0001089560

*2/1/17 94-743067*

Hi Kim –  
Did you receive the replacement for Line# 3 – Liver Model ?

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:** Haney, Brenda  
**Sent:** Wednesday, November 16, 2016 11:25 AM  
**To:** Slav, Lyudmila <SlavL@losrios.edu>  
**Subject:** ADD'L SUPPORT DETAIL \_ MRM\_INV# 8046610715\_VWR PO\_0001089560

See attached PO file for support detail for MRM\_PO Line# 3: MRM, Vendor Approval for Return, Shipping Label and UPS Tracking Proof of Return Received by Vendor.

- Pending Credit for Return and Delivery and Invoice for Replacement Item.

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:** Haney, Brenda  
**Sent:** Wednesday, November 16, 2016 11:13 AM  
**To:** Slav, Lyudmila <SlavL@losrios.edu>  
**Subject:** RE: MRM\_INV# 8046610715\_VWR PO\_0001089560

Receiver for Line#3 updated to Rejected/Damaged

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:** Slav, Lyudmila

**Sent:** Wednesday, November 16, 2016 11:00 AM

**To:** Haney, Brenda <[haneyb@flc.losrios.edu](mailto:haneyb@flc.losrios.edu)>

**Subject:** RE: MRM\_INV# 8046610715\_VWR PO\_0001089560

Hi Brenda,

I am putting voucher on hold and will look for credit memo from vendor.

Thanks,

Lyudmila

**From:** Haney, Brenda

**Sent:** Wednesday, November 16, 2016 10:02 AM

**To:** Slav, Lyudmila

**Subject:** MRM\_INV# 8046610715\_VWR PO\_0001089560

**Importance:** High

Lyudmila -

Just received attached MMR for INV# 8046610715\_VWR PO\_0001089560 - scheduled to pay in tomorrow's check run.

ENFD 490 12 VI.IEQP 2050 10000 17 548F	0001089560	3	MODEL LIVER, #813540	VWR SCIENTIFIC	AP02062303	00471531	8046610715	11/15/16	0	0	772.1
ENFD 490 12 VI.IEQP 2050 10000 17 548F	0001089560	3	MODEL LIVER, #813540	VWR SCIENTIFIC		00471531	8046610715	11/15/16	0	- 772.12	0

Best Regards,

*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)