

LOS RIOS COMMUNITY COLLEGE DISTRICT

PURCHASE ORDER NO 0001091618

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
03/20/2017	1 - 03/22/2017	1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
1009195 SHANEV SHEWMAKERN	04ADMN	

Supplier: 0000006424
 AMAZON.COM
 P O BOX 81226
 SEATTLE WA 98108

email:

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	TOMAMERI-COMPACT AND PORTABLE MP3/MP4 PLAYER WITH RHOMBIC BUTTON (INCLUDING A 16 GB MICRO SD CARD) SUPPORTING PHOTO VIEWER, E-BOOK READER AND VOICE RECORDER AND FM RADIO VIDEO MOVIE-BLACK	10.00 EA	14.98	149.80	03/17/2017
2- 1	POLAROID 8 GB MICROSDHC UHS-I CLASS 10 MEMORY FLASH CARD WITH ADAPTER-5 PACK	1.00 EA	27.99	27.99	03/17/2017
3- 1	STANLEY 037025H 50 GALLON MOBILE CHEST	1.00 EA	69.20	69.20	03/17/2017
4- 1	CLEAN SWEEP ANTIMICROBIAL SHOE SHIELD SPRAY 4 OZ FORMULA 409	1.00 EA	32.95	32.95	03/17/2017

ORDER# 108-2600595-7588206

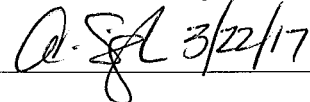
DO NOT SEND TO VENDOR

Sub Total Amount	279.94
Sales Tax Amount	21.69
Total PO Amount	301.63

BU	Acct	Fd	Org	Prog	Sub	Proi	Amount	BYear
GENFD	4300	12	FL.VI.SOCL	22080	00000	696A	301.63	2017

0001009195HARMANJ11-MAR-2017

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: AMAZON.COM
 P O BOX 81226
 SEATTLE WA 98108
 United States

000006424

Business Unit: GENFD		OPEN
Req ID: 0001009195	Date: 03/01/2017	Page: 1
Requisition Name: AMAZON.COM		
Requester: Vonnie Shane		
Requester Signature: _____		
Buyer: Nicholas Shewmaker		
Approved: _____		
Entered By: SHANEV 01-MAR-2017		

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

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	TOMARERI-COMPACT AND PORTABLE MP3/MP4 PLAYER WITH RHOMBIC BUTTON (INCLUDING A 16 GB MICRO SD CARD) SUPPORTING PHOTO VIEWER, E-BOOK READER AND VOICE RECORDER AND FM RADIO VIDEO MOVIE-BLACK	10	EA	15.98	159.80	03/17/2017
2-1	POLAROID 8 GB MICROSDHC UHS-I CLASS 10 MEMORY FLASH CARD WITH ADAPTER-5 PACK	1	EA	27.99	27.99	03/17/2017
3-1	STANLEY 037025H 50 GALLON MOBILE CHEST	1	EA	69.20	69.20	03/17/2017
4-1	CLEAN SWEEP ANTIMICROBIAL SHOE SHIELD SPRAY 4 OZ FORMULA 40	1	EA	29.95	29.95	03/17/2017

Total Requisition Amount: 286.94

LINE 1 - \$15.98 X 10 = \$159.80
 LINE 2 - \$27.99 X 1 = \$27.99
 LINE 3 - \$69.20 X 1 = \$69.20
 LINE 4 - \$29.95 X 1 = \$29.95

SUBTOTAL = \$286.94
 TAX (8%) = \$22.95
 TOTAL = \$309.89

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount
GENFD	4300	12	FL.VI.SOCL	22080	00000	696A	286.94

Purchases Charged to Categorical Programs, Grants or Special Project.

This purchase is in compliance with the requirement of 696A

For grants/special projects eligible instructional materials

Name: dal a. m

Approval Signature <u>dal a. m</u>	Approval Signature <u>V. Shane</u>	Approval Signature
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3/3/17

From: [Haney, Brenda](#)
To: [Howard, Sally](#)
Subject: FOR YOUR REVIEW & APPROVAL _ OLR#_0001009195_ AMAZON.COM / FOR FL.VI.SOCL 696A MG
Date: Thursday, March 09, 2017 1:54:44 PM
Attachments: [OLR# 0001009195 AMAZON.pdf](#)
Importance: High

Hi Sally –

Can you please review and advise on approval for attached OLR#_0001009195_ AMAZON.COM / for this FL.VI.SOCL 696A MG - do items requested meet with MG purchase criteria (I do not have copy of request or award).

- o If approved – please print/sign/scan and email back.

Thank you,

Brenda Haney

Business Services

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

 916.608.6635 |  haneyb@flc.losrios.edu

Requisition

Supplier: AMAZON.COM
 P O BOX 81226
 SEATTLE WA 98108
 United States

000006424

Business Unit: GENFD		OPEN
Req ID: 0001009195	Date: 03/01/2017	Page: 1
Requisition Name: AMAZON.COM		
Requester: Vonnie Shane		
Requester Signature: _____		
Buyer: Nicholas Shewmaker		
Approved: _____		
Entered By: SHANEV 01-MAR-2017		

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

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SUBTOTAL = \$286.94
 TAX (8%) = \$22.95
 TOTAL = \$309.89

21.52

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount
GENFD	4300	12	FL.VI.SOCL	22080	00000	696A	286.94

Purchases Charged to Catagorical Programs, Grants or Special Project.

This purchase is in compliance with the requirement of 696A

For grants/special projects eligible instructional materials

Name: dal a. m

Approval Signature <i>dal a. m</i>	Approval Signature <i>M. Pactor</i>	Approval Signature
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3/3/17

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Electronics ▸ Portable Audio & Video ▸ MP3 & MP4 Players



16G

Roll over image to zoom in

available.

- Compact and Portable
4 Player with Rhombic
including a 16 GB Micro SD
Supporting Photo Viewer,
Reader and Voice Recorder
Audio Video Movie - Black

136 customer reviews
questions

99

.98 & FREE Shipping on orders over

Details

31 (60%)

March 1? Order within 1 hr 38 mins and
lay/One-Day Delivery at checkout. Details
ari and Fulfilled by Amazon. Gift-wrap

Color: **Black**



- Portable and compact MP3/MP4 player; capable of connecting easily to your computer with USB cable.
- The MP3 player comes with a 16 GB micro SD card, and your files can be stored on it. If space is not enough t or the included micro SD card for storage, you could replace it with another one with larger capacity.
- Provide great quality sound for the array of music and convenient to download (Support MP3, APE, and FLAC WMA etc.) Built in rechargeable battery.
- Plays MP3 music. Simply copy/paste the mp3 files from your PC to the MP3 player and you are ready to



Roll over image to zoom in



Polaroid 8 GB MicroSDHC UHS-I Class 10 Memory Flash Card with Adapter - 5 Pack

4.8 out of 5 stars 7 customer reviews

Price: \$29.99

Sale: \$27.99 & **FREE Shipping** on orders over \$35. [Details](#)

You Save: \$2.00 (7%)

In Stock.

Want it TODAY, March 1? Order within **1 hr 33 mins** and choose **Same-Day/One-Day Delivery** at checkout. [Details](#)

Sold by [DBROTH](#) and [Fulfilled by Amazon](#). Gift-wrap available.

- Powerful Micro SDHC Memory Card Stores HD Videos, Photos, Apps and more; Ideal for Cameras, Android Smartphones & Tablets



Click to open expanded view

STANLEY

Stanley 037025H 50 Gallon Mobile Chest

4.5 out of 5 stars 313 customer reviews

| 89 answered questions

List Price: \$169.34

Price: \$69.20 & **FREE Shipping.** [Details](#)

You Save: \$100.14 (59%)

In Stock.

Want it Monday, March 6? Order within **21 hrs 17 mins** and choose **Standard Shipping** at checkout. [Details](#)

Ships from and sold by Amazon.com.

Size Name: Pack of 1

- Large pull-out wide steel handle with soft grip for easy maneuverability
- Portable, deep tote tray

[Try Prime](#)

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Prime

Video

Music

Health & Personal Care

Household Supplies

Vitamins & Diet Supplements

Baby & Child Care

Health Care

Sports Nu

Health & Household › Health Care › Foot Health

Clean Sweep Antimicrobial Shoe Shield Spray 4 Oz Formula 40

37 customer reviews | 8 answered questions

Price: **\$29.95** & FRI

In Stock. Sold by Bett
Gift-wrap available.



Want it TODAY, March
Same-Day/One-Day De

Ship to

Qty: 1

Other Sellers on Ama

\$29.95 + Free Shippir
Sold by: Total Wellness F

About the Product

- anitmicrobial shoe spray
- anitfungal
- athlete's feet
- tinea pedis
- sweaty feet

Sh

Frequently Bought Together



Total price: \$44.90

Add both to Cart

Add both to List

Shane, Vonnie

From: Carlson, Diane
Sent: Thursday, February 16, 2017 12:39 PM
To: Shane, Vonnie
Subject: RE: Mini-grant award purchasing requests

Hi, Vonnie.

Is there anything else I need to do to get this rolling?

Thank you,
Diane

From: Carlson, Diane
Sent: Wednesday, February 8, 2017 1:41 PM
To: Shane, Vonnie <ShaneY@flc.losrios.edu>
Subject: Mini-grant award purchasing requests

Hi, Vonnie.

I would like to make the purchases for the mini-grant award I received for this year.

Please let me know what I need to do.

Here are the items I would like to purchase (with this code GENFD 4300 12 FL.VI.SOCL 22080 00000 2017 696A \$325):

1. 10 of these: https://www.amazon.com/Tomameri-Portable-Including-Supporting-Recorder/dp/B01LW1VNK7/ref=sr_1_8?s=electronics&ie=UTF8&qid=1486587773&sr=1-8&keywords=Mp3+player+SD+card
15.98 x 10 = 159.80 (This is an amazon prime price as I have a prime account. Can the college get the prime price?)
2. 1 of these: https://www.amazon.com/Polaroid-MicroSDHC-UHS-I-Memory-Adapter/dp/B01LX6A73S/ref=sr_1_1?s=pc&ie=UTF8&qid=1486589141&sr=1-1&keywords=micro+sd+card+5+pack+4GB

23.99 x 1 = 23.99

3. 1 of these: https://www.amazon.com/Stanley-037025H-Gallon-Mobile-Chest/dp/B000Q5LZT4/ref=sr_1_1?s=pc&ie=UTF8&qid=1486589314&sr=8-1&keywords=50+gallon+rolling+chest

91.12 x 1 = 91.12

4. 1 of these: <https://www.amazon.com/Clean-Sweep-Antimicrobial-Shield-Spray/dp/B00EABQFYU>

32.95 x 1 = 32.95

Total 307.86

All of these say free shipping.

I also want to ask about the mini-grant I received last year. I never heard back out the purchase requests I made last year (April?) for the Multicultural and Diversity resources. I sent a list of books and prices and didn't hear back about that. Can you check on that for me? I thought perhaps they would come at any time by or through Fall 16 and then it got away from me to ask about that.

Thank you so very much for your help with everything.

much peace,

Diane

Diane E. Carlson
Sociology Professor
Multicultural and Diversity Committee
Student Diversity Club, advisor
Women's Studies, advocate
Folsom Lake College
10 College Parkway
Folsom, CA 95630
916.608.6803
Office: 227 Dogwood