

LOS RIOS COMMUNITY COLLEGE DISTRICT

PURCHASE ORDER NO 1090960A

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 03/16/2017	Revision	Page 1
Payment Terms NET 30	Freight Terms Shipping Point	Ship Via Best Metho
Reference: 1009197 DOWELL Z	Location / Dept 04ASPH130 SME	

Supplier: 0000022832
 PATON GROUP
 7470 N FIGUEROA ST #103
 LOS ANGELES CA 90041

Phone: (323) 244-2235
Fax: (323) 258-8945

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	INSTALLATION AND TRAINING FOR UNIVERSAL LASER SYSTEM PURCHASED ON PO 0001090960	1.00 JOB	750.00	750.00	03/16/2017

EQUIPMENT INCLUDES: UNIVERSAL LASER PLS6.150D WITH ACCESSORIES AND COREL DRAW
 AND FUME EXTRACTION FILTRATION SYSTEM: BOFA ADVANTAGE 1000IQ WITH ACCESSORIES

PER PO TERMS AND CONDITIONS ITEM #19 CONTRACTOR IS TO PROVIDE PROOF OF INSURANCE CERTIFICATES LISTING
 LRCCD AS ADDITIONALLY INSURED.

REFERENCE PATON GROUP QUOTE# Q12017 DATED 2/27/2017

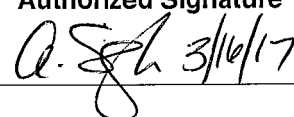
Un-crating and assembly of laser cutter/engraver. Including installation of laser cartridge, Z
 calibration, proper cleaning techniques, connection and use of lens accessories, installation of
 cutting table, installation of rotary, installation of Corel Draw, importing designs from Corel,
 installation of UCP (Universal Control Panel) and drivers, explanation of setting in UCP, engraving
 and cutting demonstration, connection of all duct work between laser and air filtration system, and
 setting and use of air filtration system.

EQUIPMENT PURCHASED ON PO 0001090960

Sub Total Amount	750.00
Sales Tax Amount	0.00
Total PO Amount	750.00

BU	Acct	Fd	Org	Prog	Sub	Proi	Amount	BYear
GENFD	6490	12	FL.CP.MAKR	61900	00000	696A	750.00	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 \$1M, \$2M, or \$3M AGGREGATE as prescribed by DISTRICT requirements 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. LRCCD insurance requirements can be viewed on the following website www.losrios.edu/purchasing.
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 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.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PURCHASE ORDER NO 0001090960

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
02/02/2017		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
1009037 DOWELLZ SHEWMAKERN	04ASPH130 SME	

Supplier: 0000022832
 PATON GROUP
 7470 N FIGUEROA ST #103
 LOS ANGELES CA 90041

Phone: (323) 244-2235
Fax: (323) 258-8945

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	UNIVERSAL LASER PLS6.150D WITH ACCESSORIES AND COREL DRAW.	1.00 EA	29,362.50	29,362.50	02/01/2017
2- 1	FUME EXTRACTION SYSTEM: BOFA ADVANTAGE 1000IQ WITH ACCESSORIES	1.00 EA	5,697.00	5,697.00	02/01/2017
3- 1	SHIPPING AND HANDLING	1.00 EA	900.00	900.00	02/02/2017

Please refer to quotation Q42016
 Breakdown of costs of accessories in the units are listed on the quote.
 CorelDraw included with the system

Sub Total Amount	35,959.50
Sales Tax Amount	2,717.11
Total PO Amount	38,676.61

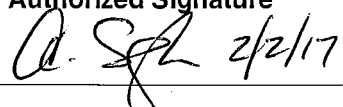
BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	6490	12	FL.CP.MAKR	61900	00000	696A	38,676.61	2017

0001009037HARMANJ27-JAN-2017

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


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.

THANK YOU FOR THE OPPORTUNITY TO EARN YOUR BUSINESS, FOR ANY FURTHER QUESTIONS, PLEASE CONTACT BRAD ROA @ 818-378-2556, CHRIS MILLER @ 818-355-1703 OR FRANK PATON @ 818-378-3682.

PLEASE SEND PURCHASE ORDERS TO:

PatonPOs@Patongroup.com

FEDERAL ID# 56-2546349

Please return SHIPPING document below with PO

PATON GROUP / 787 W. WOODBURY RD. #10 / ALTADENA / CA / 91001 / 800-826-0570 / FAX 626-791-1476

End User Site Installation Information

School Name: *Folsom Lake College*

Department: *SME - Maker Space*

Contact Name: *Zach Dowell* or *Tess Hendricks*

Installation Address: *10 College Parkway* *FLI-130*

City, State, Zip Code: *Folsom, CA* *95630*

Phone: *Zach 916-608-6605* / *Tess 916-608-6776*

E-mail Address: *DowellZ@FLC.LosRios.edu* / *HendriT@FLC.LosRios.edu*

Delivery Information

Ship To: *Folsom Lake College*

Ship To Address: *10 College Parkway* *Folsom, CA 95630*

Delivery Contact: *Levi Theissen* or *Chris Rainey*

Delivery Contact Phone #: *916-608-6994* *916-608-6745*

Dock: Yes No

Truck lift gate needed: Yes No

Pallet Jack needed: Yes No

Delivery Hours: *7:30 AM - 4:00 PM* *M-F*

Additional Comments:

Campus Closed: April 14, 2017, May 29, 2017



PATON GROUP
EDUCATION THROUGH INNOVATION

Prepared for:
Zachary Dowell
Folsom Lake College
10 College Pkwy
Folsom, CA 95630
916-608-6605
zachary.dowell@flc.losrios.edu

Quote

2272017
PLS6.150D Laser Installation
Brad Roa
800-826-0570
brad@patongroup.com
Q12017

Universal Laser PLS6.150D Installation and Training

Qty	Description	List Price	Total
1	Installation and Training of PLS6.150D w/ Filtration System Uncrating and assembly of laser cutter/engraver. Including installation of laser cartridge, Z calibration, proper cleaning techniques, connection and use of lens accessories, installation of cutting table, installation of rotary (if purchased), installation of Corel Draw, importing designs from Corel, installation of UCP (Universal Control Panel) and drivers, explanation of setting in UCP, engraving and cutting demonstration, connection of all ductwork between laser and air filtration system, and setting and use fo air filtration system.		\$750.00

Subtotal	\$750.00
Tax 8.0%	\$0.00
Installation and Training	N/A
Shipping & Handling	N/A
TOTAL (USD)	\$750.00

Requisition

3/10 Revised and coded to 6490 per Email from Purchasing. Assign PO#_1090960A

Supplier: PATON GROUP
787 W WOODBURY RD
SUITE 10
ALTADENA CA 91001
United States

0000022832

Business Unit: GENFD OPEN	
Req ID: 0001009197	Date: 03/01/2017
Requisition Name: PATON GROUP	
Requester: Zachary Dowell	Bldg#: SME
Requester Signature	
Buyer: Nicholas Shewmaker	
Approved:	
Entered By: Theresa 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	INSTALLATION AND TRAINING FOR UNIVERSAL LASER SYSTEM PURCHASED ON PO 0001090960	1	EA	750.00	750.00	03/06/2017

ASSET DEPT: SME LOCATION: 04ASPH130 CATEGORY: SERVI 1 PROFILE: EQP:OTHER

EQUIPMENT INCLUDES: UNIVERSAL LASER PLS6.150D WITH ACCESSORIES AND COREL DRAW AND FUME EXTRACTION FILTRATION SYSTEM: BOFAADVANTAGE 1000IQ WITH ACCESSORIES

Total Requisition Amount: 750.00

REFERENCE PATON GROUP QUOTE# Q12017 DATED 2/27/2017

Un-crating and assembly of laser cutter/engraver. Including installation of laser cartridge, Z calibration, proper cleaning techniques, connection and use of lens accessories, installation of cutting table, installation of rotary, installation of Corel Draw, importing designs from Corel, installation of UCP (Universal Control Panel) and drivers, explanation of setting in UCP, engraving and cutting demonstration, connection of all duct work between laser and air filtration system, and setting and use of air filtration system.

Please notify T Hendricks with PO # so MSA can be sent to vendor. TY!

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount
GENFD	6490	12	FL.CP.MAKR	61900	00000	696A	750.00

See enclosed original for all approval signatures - Account coded revision only per Purchasing Dept.

Purchases Charged to Catagorical Programs, Grants or Special Project.	
This purchase is in compliance with the requirement of _____	
For grants/special projects _____	
Name: _____	

Approval Signature	Approval Signature	Approval Signature
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MAKR

Requisition

Supplier: PATON GROUP
787 W WOODBURY RD
SUITE 10
ALTADENA CA 91001
United States

0000022832

Business Unit: GENFD OPEN	
Req ID: 0001009197	Date: 03/01/2017
Page 1	
Requisition Name: 2017 Paton group	
Requester: Zachary Dowell	Bldg#: SME
Requester Signature	
Buyer: Nicholas Shewmaker	
Approved:	
Entered By: Theresa 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	INSTALL AND TRAINING FOR UNIVERSAL PLS6.150D W/ BOFA FITRATION SYSTEM.	1	EA	750.00	750.00	03/06/2017

Total Requisition Amount: 750.00

Please reference Quote #Q12017 dated 2/27/2017

Un-crating and assembly of laser cutter/engraver. Including installation of laser cartridge, Z calibration, proper cleaning techniques, connection and use of lens accessories, installation of cutting table, installation of rotary, installation of Corel Draw, importing designs from Corel, installation of UCP (Universal Control Panel) and drivers, explanation of setting in UCP, engraving and cutting demonstration, connection of all duct work between laser and air filtration system, and setting and use of air filtration system.

Please notify T Hendricks with PO # so MSA can be sent to vendor. TY!

<u>BU</u>	<u>Acct</u>	<u>Fd</u>	<u>Org</u>	<u>Prog</u>	<u>Sub</u>	<u>Proj</u>	<u>Amount</u>
GENFD	5100	12	FL.CP.MAKR	61900	00000	696A	750.00

Purchases Charged to Catagorical Programs, Grants or Special Project.

This purchase is in compliance with the requirement of 696A

For grants/special projects Makerspace

Name: [Signature]

Approval Signature <u>[Signature]</u>	Approval Signature <u>[Signature]</u>	Approval Signature <u>[Signature]</u>
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From: [Haney, Brenda](#)
To: [Shewmaker, Nicholas](#)
Subject: UPDATE RE: OLR#_0001009197_PATRON GROUP FOR UNIVERSAL LASER SYS INSTALL & TRAINING / POs_1090960A and 0001090960
Date: Thursday, March 16, 2017 7:51:51 AM
Attachments: [pls_platform_.pdf](#)
[ULS Education Sole Source Letter - Paton Group.pdf](#)
[PreSite Checklist PLS6.150D With PC Requirements.pdf](#)
[Re Laser Install 20 March.msg](#)
Importance: High

Hi Nick –

Please find attached additional information regarding the Installation of the UNIVERSAL LASER SYS for OLR#_OLR#_0001009197_PATRON GROUP / POs_1090960A and 0001090960.

Requesting Area/Dept. informed BSO yesterday, that the Installation requires Paton Group to disassemble the Laser unit to get it into the Room where it will be installed/used.

We recommended that Area confirm (and provide documentation) that, Paton Group are Certified/Authorized Service Representatives for this Universal Laser System (ULS), and to confirm with ULS – the disassembly/reassembly and planned installation by Paton Group will not void or otherwise adversely affect the warranty of this equipment.

See – latest email dated 03/15/17 from Theresa Hendricks below with status recap, and additional Paton Group contacts to help with Ins Certs and other requirements

Attached documentation provide the following:

- o Letter from ULS – naming Paton Group as ULS Local Authorized Representative in California – for Education Sales and Service
- o ULS – PLS Laser Platform Series Specifications
- o Site Preparation Requirements - [was given to Campus Ops and FM in late Dec '16 to assist in their work in preparation for installation](#)
- o Email dated 3/15/17 from Paton Group, Application Engineer Rick Damiani

BSO has not heard back from FLC Operations regarding copies of FM Work order or confirmation that the room is signed off for install – you may need to contact FM directly to request this, if still required.

Please let me know how Purchasing will be proceeding after reviewing all this new information.

Thank you,

Brenda Haney

Business Services

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

 916.608.6635 |  haneyb@flc.losrios.edu

From: Hendricks, Theresa

Sent: Wednesday, March 15, 2017 4:56 PM

To: Haney, Brenda <haneyb@flc.losrios.edu>

Subject: MAKERSPACE: Universal Laser System info

Importance: High

Additional Paton Group Contacts:

Chris Miller CHRIS@patongroup.com - Contact for Insurance Requirements (see attached email).

Rick Damiani rick@patongroup.com - Applications Engineer – to do required warranty work (see attached email).

Attached:

Pls platform info – product information

Sole Source letter – also indicates their reps (such as Paton group) are trained on install and service

PreSite checklist was given to Campus Ops and FM in late Dec '16 to assist in their work in preparation for installation

Zack has cancelled the Monday March 20 9am install. He is now waiting on word from me to reschedule.

I am waiting on:

Warranty copy from Universal

Statement that it is typical to break down the unit and it will not void the manf warranty ****Also see email attachment and sole source letter info**

FM work order, support details and confirmation work has been completd. – Copy not yet provided.

Theresa D. Hendricks

Theresa D. Hendricks | Physical Sciences Laboratory

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

p. 916.608.6776 | f. 916.608.6991 | hendrit@flc.losrios.edu | www.flc.losrios.edu

December 7, 2016

Folsom Lake College
Attn: Theresa Hendricks
10 College Pkwy
Folsom, CA 95630

Dear Ms. Hendricks:

Universal Laser Systems, Inc. (ULS) is a global manufacturing company of laser material processing technology with over 26 patents in our portfolio. Our mission is to advance the development and deployment of material processing tools that leverage the unique characteristics of laser technology for the modification and transformation of a vast number of materials into parts and products.

Our distinct advantage which separates us from the competition stems from our design philosophy which focuses on developing innovative technologies and modular components to deliver the best customized material processing systems for the broadest range of materials at a reasonable cost. Instead of integrating components available on the open market, ULS invests in extensive, forward-looking research and development programs to provide an ecosystem of products that afford our customers a unique solution. In fact, ULS can deliver more than 1,000,000 different laser system configurations through our extensive portfolio of patented technologies and advanced products to meet the most demanding customer requirements at a truly affordable price, minimizing initial investment and guaranteeing unparalleled return on future investments.

From the development of laser sources, productivity enhancement technologies, advanced software and beam delivery systems to our investment in the research of laser material processing science and applications, ULS is committed to provide our customers with the most innovative, cost effective, flexible and scalable laser material processing solutions for today and future needs.

All ULS products are designed and manufactured at Universal Laser Systems corporate facilities in Scottsdale, Arizona. These products are sold and serviced only by ULS Authorized Local Representatives. Authorized local representatives of ULS products are required to have trained sales and service staff to ensure that ULS customers receive the highest quality and reliable service.

Theresa Hendricks

Page 2

Additionally, representatives are assigned a primary market for sales based on their experience, expertise and development of this primary market in their local area. Representatives that primarily service the education market must:

- Have years of experience providing education solutions to customers
- be familiar with curriculum development and guidelines in order to provide guidance to educators on how to integrate laser technology AND
- actively engage in activities and events to increase awareness of laser technology in education

Paton Group is the ULS authorized education representative in California which meets this criteria.

Please contact Ryan Szalankiewicz, at 323-244-2236 to obtain pricing and system information. Purchase orders should be made out directly to:

Paton Group
787 W Woodbury Rd., #10
Altadena, CA 91001

Thank you very much for your interest in Universal Laser Systems' technology.

Michelle Cotton
Corporate Paralegal
Universal Laser Systems, Inc.

PLS Platform Series

Greater Power and Productivity

For customers with more demanding applications, we suggest the PLS series of laser platforms, which feature a number of enhancements designed to increase productivity in challenging environments. PLS laser platform users enjoy significant processing throughput gains from a maximum laser power 150 percent greater than VLS laser platforms and an on-board LCD screen that allows for on-the-fly parameter adjustment. Accessories like Dual Head and SuperSpeed™ increase vector and raster performance even further. These productivity-enhancing features make the PLS series the ideal laser platform for throughput-focused operations.



Laser Technology Benefits

- ▶ **Software Controlled** - The laser can be controlled by any software with a print function.
- ▶ **Multi-Material** - Process an endless number of materials available today and in the future.
- ▶ **Multi-Process** - Cut, engrave, mark, and produce photo images in one step.
- ▶ **Non Contact** - Modify material without applying any physical force.
- ▶ **On Demand** - Produce everything you need in real time, without waiting for hard tooling.

Uniquely Universal Features

- ▶ **ULR Laser Sources**
Universal's patented air-cooled free-space gas slab lasers produce an excellent quality beam with even power distribution and good near- and far-field characteristics, making them ideal for laser material processing.
- ▶ **High Power Density Focusing Optics**
High Power Density Focusing Optics (HPDFO) allow the laser beam to be focused to a much smaller spot, making it possible to engrave smaller text and produce sharper images at tighter tolerances.
- ▶ **1-Touch Laser Photo™**
1-Touch Laser Photo is a proprietary software package that makes it quick and easy to produce photographic images on nearly any material.
- ▶ **SuperSpeed™**
SuperSpeed is suitable for raster image applications and requires Dual Laser Configuration. This component allows two lines of a raster image to be produced simultaneously. For vector cutting, the laser beams can be combined to take advantage of higher power.
- ▶ **Rapid Reconfiguration of Lasers**
Laser platforms with Rapid Reconfiguration can be reconfigured with new laser sources in seconds, without tools. This allows you to configure your laser system to suit the task at hand, increasing quality and throughput.
- ▶ **Laser Interface+**
This materials-based driver automatically determines the optimum processing settings for your target material. Just select the material type, enter in the material thickness, and start the laser system.
- ▶ **Dual Laser Configuration**
The Dual Laser Configuration optically combines two ULS laser sources into a single beam for additional power and flexibility.

System Specifications

	PLS4.75	PLS6.75	PLS6.150D
▶ Work Surface Area (WxH)	24 x 18 in (610 x 457 mm)	32 x 18 in (813 x 457 mm)	32 x 18 in (813 x 457 mm)
▶ Maximum Part Size¹ (WxHxD)	29 x 23 x 9 in (737 x 584 x 229 mm)	37 x 23 x 9 in (940 x 584 x 229 mm)	37 x 23 x 9 in (940 x 584 x 229 mm)
▶ Dimensions (WxHxD)	36 x 39 x 36 in (914 x 991 x 914 mm)	44 x 39 x 36 in (1118 x 991 x 914 mm)	44 x 39 x 36 in (1118 x 991 x 914 mm)
▶ Rotary Capacity	Max Diameter 8 in (203 mm)		
▶ Motorized Z Axis Lifting Capacity	40 lbs (18 kg)		
▶ Available Focus Lenses	1.5 in / 2.0 in Standard / 2.5 in / 4.0 in		
▶ Laser Platform Interface Panel	Keypad and LCD display shows current file name, laser power, engraving speed, PPI and run time		
▶ Operating System Compatibility	Requires a dedicated PC to operate. Compatible with Microsoft® Windows XP/Vista/7/8 – 32/64 bit		
▶ PC Connection	USB 2.0 or higher		
▶ Cabinet Style	Floor-Standing		
▶ Optics Protection	Air Assist Optional		
▶ Laser Options	10, 25, 30, 40, 50, 60, 75 Watts	10, 25, 30, 40, 50, 60, 75 Watts Equipped for dual lasers	
▶ Approximate Weight	270 lbs (122 kg)	325 lbs (147 kg)	345 lbs (156 kg)
▶ Power Requirements	110V/10A; 220V-240V/5A		220V-240V/15A
▶ Exhaust Connection	One 4 in (102 mm) port 250 CFM @ 6 in static pressure (425 m ³ /hr at 1.5 kPa)	Two 4 in (102 mm) ports 500 CFM @ 6 in static pressure (850 m ³ /hr at 1.5 kPa)	

USA

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Scottsdale, AZ 85260

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moreinfo@ulsinc.com

Japan

The Yokohama Landmark Tower
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Nishi-ku Yokohama-shi
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japansales@ulsinc.com

Europe/Middle East/Africa

Lerchenfelder Gürtel 43
1160 Vienna, Austria

+43 1-402-22-50
eurossales@ulsinc.com

UNIVERSAL
LASER SYSTEMS

Learn more at ulsinc.com

CDRH Class 1 safety enclosure for CO₂ laser². Class 2 for red laser pointer.

¹ Maximum part size defined as used with 1.5 lens

² CDRH Class 1 laser safety enclosure provides for safe operation without the need for an interlocked room or protective eyewear.



WARNING: UNIVERSAL LASER SYSTEMS PRODUCTS ARE NOT DESIGNED, TESTED, INTENDED OR AUTHORIZED FOR USE IN ANY MEDICAL APPLICATIONS, SURGICAL APPLICATIONS, MEDICAL DEVICE MANUFACTURING, OR ANY SIMILAR PROCEDURE OR PROCESS REQUIRING APPROVAL, TESTING, OR CERTIFICATION BY THE UNITED STATES FOOD AND DRUG ADMINISTRATION OR OTHER SIMILAR GOVERNMENTAL ENTITIES. FOR FURTHER INFORMATION REGARDING THIS WARNING CONTACT UNIVERSAL LASER SYSTEMS OR VISIT WWW.ULSINC.COM.

Universal's laser systems are protected under one or more of U.S. Patents: 5,661,746; 5,754,575; 5,867,517; 5,881,087; 5,894,493; 5,901,167; 5,982,803; 6,181,719; 6,313,433; 6,342,687; 6,423,925; 6,424,670; 6,983,001; 7,060,934; 7,415,051; 7,469,000; 7,715,454; 7,723,638; 7,947,919; 8,101,883. Other U.S. and international patents pending. Made in the U.S.A.

The VLS Desktop system has been awarded U.S. Design Patent No. D517,474 for the unique design of its external cabinet, which also functions as a Class 1 laser safety enclosure.

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MC013-0715 REV2015.07

1) Location & Environmental Requirements

The PLS6.150D needs to be placed in a well-ventilated office like environment or light-duty manufacturing facility with noncondensing humidity between the temperatures of 50° F (10° C) to 95° F (35° C). An optimal temperature range of 73° F (22° C) to 77° F (25° C) is recommended for peak performance.

The PLS6.150D laser solution requires sufficient space for ventilation beyond its foot print of (W x H x D) 44 x 39 x 37.5 inches (1118 x 991 x 953 mm). When designing the space, an additional 24 inches (610 mm) behind the laser solution needs to be considered.

Requirements met? Yes No

2) Power Requirements

The PLS6.150D laser solution requires a power outlet rated at 220-240V AC 15A, 50/60Hz Single-phase on its own circuit. This circuit also needs to be grounded (earthed) and stable (surge and spike protected). Supplementary 110V or 220V AC power outlets are recommended to provide power for a computer and any remaining devices/accessories.

Requirements met? Yes No



3) Exhaust Requirements

To ensure proper removal of debris from the laser solution, an exhaust blower or air filtration system is required. The exhaust system must be capable of moving 500 CFM (cubic feet per minute) of air at 6 inches of static pressure (850 m³/hr at 1.5 kPa) utilizing the two 4 inch (101.6 mm) ports on the rear of the laser solution. When selecting an exhaust system it is imperative that you consider the length of hose needed to connect the laser solution to the exhaust system as pressure is lost over long distances.

Requirements met? Yes No

4) Receiving & Relocation

The PLS6.150D will arrive in a crate with the dimensions of 51 x 42 x 59 inches (1296 x 1067 x 1499 mm) and a weight of over 500 lbs. (226 kg). Please note below if you have a receiving dock or if a lift gate will be required on the delivery truck. If the PLS6.150D will not fit through an entry way, the PLS6.150D can be split once off the crate.

- Have Receiving Dock
- Lift Gate Required

Requirements met? Yes No

5) Computer Requirements

- Dedicated Windows 7 or higher PC (32- and 64-bit)
- 2.0 GHz processor (minimum)
- 1 GB of RAM (minimum)
- 40 GB hard drive (minimum)
- Monitor
- Mouse and keyboard (unless using a Touchscreen)
- Available USB 2.0 hi-speed or USB 3.0 compliant port only
- Internet connection and email address (optional)

Requirements met? Yes No

Signatures

Please review, sign, save, and send this form to support@ulsinc.com to initiate the scheduling of a technician to install the laser solution. For domestic, United States only, installations please allow for a two week lead time at minimum and for international installations please allow for a three week lead time at minimum from the date ULS receives this form. By signing below you indicate that your facilities meet the requirements for the laser solution to the best of your knowledge.

Customer: _____ Date: _____

From: [Harman, Joany](#)
To: [Haney, Brenda](#)
Cc: [Shewmaker, Nicholas](#)
Subject: FW: UPDATE RE: OLR#_0001009197_PATRON GROUP FOR UNIVERSAL LASER SYS INSTALL & TRAINING / POs_1090960A and 0001090960
Date: Thursday, March 16, 2017 11:59:23 AM
Attachments: [image001.png](#)
[image002.png](#)

FYI

From: Montoya, Vincent
Sent: Thursday, March 16, 2017 9:57 AM
To: Harman, Joany
Cc: Williams, Melissa; Chris Miller; Gordon, Paula
Subject: RE: UPDATE RE: OLR#_0001009197_PATRON GROUP FOR UNIVERSAL LASER SYS INSTALL & TRAINING / POs_1090960A and 0001090960

Hi Joany,

I called Rick Damiani, Applications Engineer for the Paton Group. I approve their installation. Rick plans to disassemble/reassemble the piece of equipment in order to get it into the space. Warranty will not be jeopardized. Rick is a qualified/trained installer. Monday is on his calendar for installation.

Rick shared with me the questions regarding their insurance and Los Rios Community College requirements. By copy of this email, I am requesting Paula Gordon to reach out to Chris Miller regarding the insurance requirements.

Please let me know if you have any questions or concerns.

Vince

From: Harman, Joany
Sent: Thursday, March 16, 2017 9:32 AM
To: Montoya, Vincent
Cc: Williams, Melissa
Subject: FW: UPDATE RE: OLR#_0001009197_PATRON GROUP FOR UNIVERSAL LASER SYS INSTALL & TRAINING / POs_1090960A and 0001090960

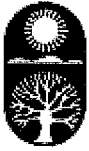
Good Morning Vince,

Does the portion of the attached "Laser Install 20 March" email from Rick Damiani give you enough information to review and approve the installation that Purchasing is requesting? If not, what can I do at this juncture to help facilitate getting the approval?

Thank you,



Joany Harman | Interim Vice President of Administrative Services



Maintenance Details

Requested By: Williams, Melissa on 2/27/2017 10:03:00 AM
Target: 2/27/2017 (1) hr
Priority/Type: 2-Normal / Work Order
Taken By: Williams, Melissa
Supervisor: Flores, Kenneth
Problem: Work Order Estimate Required (WOER)
Shop: EL

Location: Folsom Lake College
 FLC09-FL1 Aspen Hall
 Floor 1
 Room 130
Contact: Williams, Melissa
Phone:

Reason: FL1-130 Makerspace. Please install a second 208V outlet by the back door. (we need 2 all together - one for the laser cutter, one for the filter. WO FM-90001- canceled due to being a duplicate & 91527- canceled by request from campus)

Warranty Shutdown Lockout Attach Charge

Tasks

#	Description	Rating	Meas.	Initials	Failed	Complete
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>

Labor

Craft	Est Hrs	Labor	Account	Work Date	Start	End	Reg Hrs	OT Hrs	Other Hrs
Electrician	40								
HVAC Technician	16								

Materials/Tools

Item	Location	Account	Est Qty	Actual Qty

Other Costs

Name	Description	Invoice #	Account	Date	Est Cost	Actual Cost
MATERIALS-ELECTRICAL					\$700.00	
MATERIALS-HVAC/PLUMB					\$1,500.00	

Labor Report

Completed: _____ Failure: _____

Report:

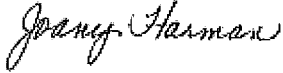
Generated By




Williams, Melissa

From: Harman, Joany
Sent: Tuesday, February 28, 2017 5:49 PM
To: L'Ecluse, Danielle; Williams, Melissa
Cc: Flores, Kenneth; Rodrigues, Bryan; Montoya, Vincent
Subject: RE: WO# 91527-Cost Estimate

Approved. Please charge to GENFD 5600 12 FL.CP.MAKR 61900 00000 2017 696A.
Thank you,



 **Joany Harman** | Interim Vice President of Administrative Services
Folsom Lake College | 10 College Parkway | Folsom, CA 95630
p. 916.608.6555 | f. 916.608-6553 | harmanj@flc.losrios.edu | www.flc.losrios.edu

From: L'Ecluse, Danielle
Sent: Tuesday, February 28, 2017 1:30 PM
To: Harman, Joany; Williams, Melissa
Cc: Flores, Kenneth; Rodrigues, Bryan; Montoya, Vincent
Subject: WO# 91527-Cost Estimate

The following is a cost estimate for the work order below: 91527 Please approve by responding to this email with a budget string.

ELECTRICIANS:

Total Cost Estimate for Labor: \$ 802.80 (40 Man Hours)
Total Cost Estimate for Materials: \$ 700.00

HVAC:

Total Cost Estimate for Labor: \$ 160.56 (8 Man Hours)
Total Cost Estimate for Materials: \$ 750.00

Total Cost Estimate for Labor: \$ 963.36 (48 Man Hours)
Total Cost Estimate for Materials: \$ 1,450.00
Total Cost Estimate: \$ 2,413.36

Budget #: Comments: Approved: Y or N Categorically Funded: Y or N Expiration Date: _____

From: [Shewmaker, Nicholas](#)
To: [Haney, Brenda](#)
Subject: FW: Please Advise_OLR#_0001009197_PATTON GROUP / EQUIP INSTALL & TRAINING
Date: Friday, March 10, 2017 11:33:06 AM
Attachments: [HANDBOOK PG 20.pdf](#)

Hi Brenda,

Below is Paula's response and attached the page in the purchasing handbook to reference.

Please let me know if you need anything else.

Thanks,
Nick

From: Gordon, Paula
Sent: Thursday, March 09, 2017 3:20 PM
To: Shewmaker, Nicholas
Subject: RE: Please Advise_OLR#_0001009197_PATTON GROUP / EQUIP INSTALL & TRAINING

Per our handbook on page 20 under equipment, installation is part of the price of the material. So, the COI should be enough and attach the equipment PO to the new one, use 6490 explaining that the install should have been on the original PO. That should work.

Paula Gordon, Purchasing Supervisor
Los Rios Community College District
916-568-3149

From: Shewmaker, Nicholas
Sent: Thursday, March 09, 2017 1:51 PM
To: Gordon, Paula
Subject: FW: Please Advise_OLR#_0001009197_PATTON GROUP / EQUIP INSTALL & TRAINING
Importance: High

Can you take a look and Brenda's email below? I am thinking it is just COIs that we need for this. Is that correct?

Thanks,
Nick

From: Haney, Brenda
Sent: Thursday, March 09, 2017 1:47 PM
To: Shewmaker, Nicholas
Subject: Please Advise_OLR#_0001009197_PATTON GROUP / EQUIP INSTALL & TRAINING
Importance: High

Hi Nick –

From: [Haney, Brenda](#)
To: [Shewmaker, Nicholas](#)
Subject: Please Advise_OLR#_0001009197_PATTON GROUP / EQUIP INSTALL & TRAINING
Date: Thursday, March 09, 2017 1:46:52 PM
Attachments: [OLR#_0001009197_PATON GROUP.pdf](#)
[0001090960_PATON GROUP.pdf](#)
Importance: High

Hi Nick –

Please Advise:

Attached OLR#_0001009197_PATRON GROUP – is for new PO to cover Installation and Training for Equipment on PO_0001090960, already received and paid for (copy attached).

- o As vendor will be onsite for these services – is 5100 a correct account code for this new OLR, and do we need to obtain a full Service Agreement packet on this, or simply Insurance Certs...?

Paton Group is a business (not an independent contract) – we are having them do install and training, as this equipment/install and use must meet both manufacturer and OSHA requirements for safety and warranty purposes.

Thank you,

Brenda Haney

Business Services

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

☎ 916.608.6635 | ✉ haneyb@flc.losrios.edu

Types of Purchases

VENDOR CONTRACTS/AGREEMENTS

Contracts or vendor agreements submitted by a vendor must be routed for approval using the AGREEMENT/CONTRACT APPROVAL AND ROUTING SHEET Form# GS 113 (See Appendix A page 52). Once campus approvals have been obtained, the routing form with all supporting documents must be sent to General Services for further approvals. Approvals are required for all contracts regardless of the funds used.

EQUIPMENT

Throughout this handbook the word “equipment”, “fixed assets”, and “assets” will be used synonymously.

* Equipment is defined as tangible property which can be used for more than one year without material change in form or appreciable deterioration of its physical condition. An item's total cost is determined by its purchase price, including sales tax, shipping/freight and other applicable fees (i.e. installation, e-waste, etc.)

The District maintains an inventory of fixed assets which contains the description, model, serial number, cost, date of purchase, and location processed under a 64xx account code.

Items that meet this definition with a cost of \$1,000 or more will be issued a fixed asset tag. This tag captures information used to identify and track the item for inventory purposes and is affixed to the asset. The tag ID number is twelve characters long and populated as follows:

Example – tag ID #106629600101.

First seven characters are the purchase order number without the leading zeros (1066296), the next three are the line number on purchase order (001), and the last two represent the quantity number (01).

In some instances, items costing less than \$1,000 will be tagged, such as theft sensitive items or if required by contract, law or regulation. Theft sensitive items are non-expendable items that have a normal life expectancy of one year or more with a purchase price of less than \$1,000, and that can easily disappear. Some examples follow:

1. All computers regardless of price.
2. All photography items (including surveillance, video and camera equipment costing over \$200).
3. All information technology items with an identified use related to network, storage area network or wireless access point.
4. All assets purchased from categorical programs.
5. The requester's desire to tag the asset. In this instance, the request for an asset tag should be indicated on the requisition.

A fixed asset tag should be placed in a conspicuous place on the item, not on the back or underneath where it is difficult to access.

From: [Haney, Brenda](#)
To: [Dowell, Zachary](#); [Hendricks, Theresa](#); "rick@patongroup.com"; "chris@patongroup.com"; "ryan@patongroup.com"
Cc: [Williams, Melissa](#); [Raines, Christopher](#)
Subject: AUTHORIZED PO#_1090960A for Install & Training of ULS Equipment Purchased on PO#_0001090960
Date: Thursday, March 16, 2017 2:20:21 PM
Attachments: [1090960A PATON GROUP Install & Training.pdf](#)
[0001090960 PATON GROUP.pdf](#)
Importance: High

Good Afternoon Everyone –

Please find attached LRCCD Authorized PO#_1090960A to PATON GROUP for Installation and Training of:

- o Universal Laser System Purchased on PO 0001090960 (copy enclosed).

You are clear to proceed with scheduling of onsite Install and Training at Folsom Lake College 10 College Parkway, Folsom CA 95630 .

Please notify FLC Receiving Dept. and Business Services when Install and Training are completed.

Best Regards,

Brenda Haney

Business Services

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

 916.608.6635 |

 haneyb@flc.losrios.edu