

**FOLSOM LAKE COLLEGE
REVOLVING FUND ACCOUNT**

10 College Parkway • Folsom, CA 95630
P: (916) 608-6549

16/17 closed
CHECK NO. **FL-01723**

GENFD: NOT TO EXCEED \$500
VENDOR NO. 0000003279
LOCATION 09

CBFUND: NOT TO EXCEED \$1,000
VENDOR NO. 0000000001

DATE **3/30/2017**

TO **MICHAEL'S
2715 EAST BIDWELL ST.
FOLSOM, CA 95630**

4/4/17 to AOPS.

REQUISITIONED BY

GENFD	4500	12	FL.VS.FCPG	64900	00000	2017	471C	EST. 100.00
BUS UNIT	ACCOUNT	FUND	DEPARTMENT (ORG)	PROGRAM	CLASS	BY	PROJECT/GRANT	AMOUNT

BUS UNIT	ACCOUNT	FUND	DEPARTMENT (ORG)	PROGRAM	CLASS	BY	PROJECT/GRANT	AMOUNT

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EST. TOTAL AMOUNT
		Supplies for for Craft Activity at Foster and Kinship Care EduProgram Weekend Training on 03/31/17 - 04/02/17		
		THIS CHECK NOT TO EXCEED \$500.00		
		RECEIVED BY: _____		
		DATE: _____		

FOLSOM LAKE COLLEGE REVOLVING FUND ACCOUNT 10 College Parkway • Folsom, CA 95630 (916) 608-6549	BANK OF AMERICA GOVERNMENT BANKING	CHECK No. FL-01723 DATE: March 30, 2017
Pay to the order of: MICHAEL'S		\$ 70.53
<i>Seventy dollars and 53/100</i>		DOLLARS
NON-NEGOTIABLE		

*THIS CHECK VOID 6 MONTHS FROM DATE DRAWN

Michael's

Where Creativity Happens™

MICHAELS STORE #2046 (916)983-2633

2715 E BIDWELL

FOLSOM, CA

Rewards Number: LMR90083184797

REVL

FLO1723

8-9655-9255-7015-3914-1111-9112-1891-6891



32 SALE 0425 2046 002 3/30/17 16:12

PPR PAD COLORED P	886946083198	8.00	1 @	8.00	P
MIXED WASHI TAPE	886946201936	8.99	1 @	8.99	P
WHITE BOX SMALL	400100860724	1.99	1 @	1.99	
WHITE BOX SMALL	400100860724	1.99	1 @	1.99	
WHITE BOX SMALL	400100860724	1.99	1 @	1.99	
FRAME BOX KRAFT S	886946639906	1.49	1 @	1.49	
FRAME BOX KRAFT S	886946639906	1.49	1 @	1.49	
FRAME BOX KRAFT S	886946639906	1.49	1 @	1.49	
FRAME BOX KRAFT S	886946639906	1.49	1 @	1.49	
FRAME BOX KRAFT S	886946639906	1.49	1 @	1.49	
FRAME BOX WHITE S	886946639975	1.49	1 @	1.49	
FRAME BOX WHITE S	886946639975	1.49	1 @	1.49	
FRAME BOX WHITE S	886946639975	1.49	1 @	1.49	
FRAME BOX WHITE S	886946639975	1.49	1 @	1.49	
KRAFT BOX SMALL	886946640285	1.99	1 @	1.99	
KRAFT BOX SMALL	886946640285	1.99	1 @	1.99	
KRAFT BOX SMALL	886946640285	1.99	1 @	1.99	
MOD PODGE 8OZ M	28995113017	6.99	1 @	6.99	
GLUE STICK TWIN P	61550645127	2.00	1 @	2.00	
GLUE STICK TWIN P	61550645127	2.00	1 @	2.00	
BRSH SET CS GLD T	400100959084	5.99	1 @	5.99	
CS 2OZ DARK ORAN	766218047892	.79	1 @	.79	
CS 2OZ AQUA	766218048226	.79	1 @	.79	
CS GLOSS PAINT TU	766218051837	1.49	1 @	1.49	
CS OUTDOOR PAINT	766218052124	1.49	1 @	1.49	
CS SATIN BLACK 2O	886946319877	.79	1 @	.79	
CS SATIN WHITE 2O	886946319884	.79	1 @	.79	

SUBTOTAL 65.46

Sales Tax 7.75% 5.07

TOTAL 70.53

ACCOUNT NUMBER *****1042

Check 70.53

APPROVAL: 00658361 MICR ONLINE



LIMITED PURCHASE ORDER
(Not to Exceed \$200.00)

VENDOR NAME AND ADDRESS: <i>Michael's</i> <i>2715 East Bidwell St.</i> <i>Folsom CA 95630</i>	DELIVERY INSTRUCTIONS: <input type="checkbox"/> Deliver to Address Below (Check one) <input checked="" type="checkbox"/> Will Call <i>REVL FLO1723</i> <i>In Store Purchase</i>
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ITEM	DESCRIPTION GIVE COMPLETE DESCRIPTION, INCLUDING CAT. NO. & SIZES	ORDERED			UNIT PRICE	TOTAL
		QUANTITY	UNIT	STOCK NO.		
1	<i>Supplies for Craft Activity</i>					<i>type.</i>
2	<i>at Foster & Kinship Care Edu Program</i>					<i>65.46</i>
3	<i>Weekend Training 3/31-4/2/17</i>					
4						
5	<i>Est'd purchase \$200.</i>					
6						
7						
8						
9						
10						

Purchases Charged to Categorical Programs, Grants or Special Projects This purchased is in compliance with the requirements of: <i>FOSTER AND KINSHIP CARE ED</i> <small>Program Name</small> <i>Juline Aguilar</i> For grants/special projects <i>471C</i> <small>Program Director/Coord: Signature Project/Grant Number</small> <i>Obs 2 TRAINING</i> <small>Program Goal/Objective Number/Explanation</small>	<table border="1"> <tr> <td style="text-align: right;">SUB-TOTAL</td> <td style="text-align: right;"><i>65.46</i></td> </tr> <tr> <td style="text-align: right;">SALES TAX</td> <td style="text-align: right;"><i>5.07</i></td> </tr> <tr> <td style="text-align: right;">TOTAL (Not to Exceed \$200.00)</td> <td style="text-align: right;"><i>70.53</i></td> </tr> </table>	SUB-TOTAL	<i>65.46</i>	SALES TAX	<i>5.07</i>	TOTAL (Not to Exceed \$200.00)	<i>70.53</i>
SUB-TOTAL	<i>65.46</i>						
SALES TAX	<i>5.07</i>						
TOTAL (Not to Exceed \$200.00)	<i>70.53</i>						

VENDOR: Reference P.O. number on all invoices and packing slips. Total invoice may not exceed \$200.00 including tax and shipping costs. Mail invoices in duplicate to: Los Rios Community College District, Accounting Department, 1919 Spanos Court, Sacramento, CA 95825.

I/WE hereby certify the items/services listed above are to be obtained in accordance with District Regulation 8323, Section 4, Conflict of Interest, and all other applicable district, state, and federal policies, rules, regulations, and laws. <i>JULINE AGUILAR</i> <i>03/27/17</i> <small>REQUESTED BY: TYPED/PRINT DATE</small>	Received by _____ Date _____ <i>GENFD/4500 /12 /PL VS. PERG</i> <small>Bus. Unit Account Fund Org</small>
<i>Juline Aguilar</i> <i>03/30/17</i> <small>REQUESTED BY: SIGNATURE DATE</small>	<i>64900 / 00000 2011 / 471C</i> \$ <i>70.53</i> <small>Program Sub-Class BY Proj/Grnt Amount</small>
APPROVED: <i>Jeanne Harman</i> <i>3/31/17</i> <small>DEAN OR OTHER AUTHORIZED SIGNATURE DATE</small>	Bus. Unit Account Fund Org _____ <small>Program Sub-Class BY Proj/Grnt Amount</small>
APPROVED: _____ <small>VICE PRESIDENT, ADMINISTRATION DATE</small>	Program Sub-Class BY Proj/Grnt Amount _____

Haney, Brenda

From: Haney, Brenda
Sent: Thursday, March 30, 2017 9:20 AM
To: Aguilar, Juline
Subject: RE: Question About Purchasing / Michael's & Impressions LA – Invoice# 57394-H
Attachments: FKCE El Dorado County Invoice_57394-H.PDF

Hi Juline –

For Michael's - I have prepared Revolving Check FL01723 for Michael's, Folsom Store - you can pick that up when you pick-up the Costco check today.

- If you have already purchased out-of-pocket for these supplies – we will simply void this check.

For Impressions LA – Invoice# 57394-H - Submit an LPO for: Shipping Charges for Free Books provided to Foster and kinship CARD Education Program - attach invoice copy and submit to FLC BSO.

Thank you,

Brenda Haney

Business Services

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

☎ 916.608.6635 | ✉ haneyb@flc.losrios.edu

From: Aguilar, Juline
Sent: Monday, March 27, 2017 6:05 PM
To: Haney, Brenda <haneyb@flc.losrios.edu>
Subject: FW: Question About Purchasing

Hi Brenda,

Not sure if you saw this on Friday since there was a planned network outage shortly after.....thanks in advance for your help and counsel:

Juline Aguilar
Instructional Specialist
Foster and Kinship Care Education
(530) 642-5659
The El Dorado Center
6699 Campus Drive
Placerville, CA 95667

From: Aguilar, Juline
Sent: Friday, March 24, 2017 1:37 PM
To: Haney, Brenda
Subject: Question About Purchasing

Hello Brenda,

I have a question about small purchases (less than \$100).

I have attached an invoice I received for shipping some handbooks that are being provided to us at no cost through a caregiver advocacy organization. They didn't originally tell us that we would need to pay for shipping so it came as a surprise. I sent them our vendor forms so I could submit a requisition but I haven't heard from them...it seems a bit silly to set them up as a vendor