

LOS RIOS COMMUNITY COLLEGE DISTRICT

PURCHASE ORDER NO 0001094294

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
08/16/2017		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
1010025 WURZERC SHEWMAKERN	04PE115 AR	

Supplier: 0000004527
 RAY MORGAN CO.
 1580 VINEYARD RD
 ROSEVILLE CA 95678

Phone: (916) 630-2121
Fax: (916) 630-2122

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	COPIER; CANON IR1435IF COPIER/PRINTER/SCANNER/FAX, 37 PPM, 600, 80 GB, 19"H X 21.5"W X 18"D	1.00	EA	1,039.15	1,039.15	08/14/2017
2- 1	MAINTENANCE; MAINTENANCE AGREEMENT - BLACK & WHITE, \$40.50 QTR MIN.; RATE \$0.0099	1.00	EA	162.04	162.04	08/16/2017

PER PROPOSAL PREPARED FOR: VETERANS RESOURCE CENTER

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

Sub Total Amount	1,201.19
Sales Tax Amount	80.53
Total PO Amount	1,281.72

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5600	12	FL.VS.VETS	64800	00000	696A	162.04	2018
GENFD	6490	12	FL.VS.VETS	64800	00000	696A	1,119.68	2018

0001010025KIRKLINK14-AUG-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: RAY MORGAN CO. 0000004527
 1580 VINEYARD RD
 ROSEVILLE CA 95678
 United States

Phone: (916) 630-2121 **Fax:** (916) 630-2122
email:

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

Business Unit: GENFD OPEN	
Req ID: 0001010025	Date: 08/09/2017
Requisition Name: 2018 RAY MORGAN	
Requester: Christine Wurzer	Bldg#: AR
Requester Signature	
Buyer: Nicholas Shewmaker	
Approved:	
Entered By: CHUEHV 09-AUG-2017	

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	COPIER; CANON IR1435IF COPIER/PRINTER/SCANNER/FAX, 37 PPM, 600, 80 GB, 19"H X 21.5"W X 18"D	1	EA	1,039.15	1,039.15	

ASSET DEPT: AR LOCATION: 04PE115 CATEGORY: COPIER 1 PROFILE: COPIER

2-1	MAINTENANCE; MAINTENANCE AGREEMENT - BLACK & WHITE, \$40.50 QTR MIN.; RATE \$0.0099	1	EA	162.04	162.04	
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Total Requisition Amount: 1,201.19

TAX 7.75% = \$80.53
 TOTAL = \$1,119.68

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount
GENFD	5600	12	FL.VS.VETS	64800	00000	696A	162.04
GENFD	6490	12	FL.VS.VETS	64800	00000	696A	1,039.15

Purchases Charged to Catagorical Programs, Grants or Special Project.

This purchase is in compliance with the requirement of VETS

For grants/special projects 696A

Name: Sally Howard Sally Howard

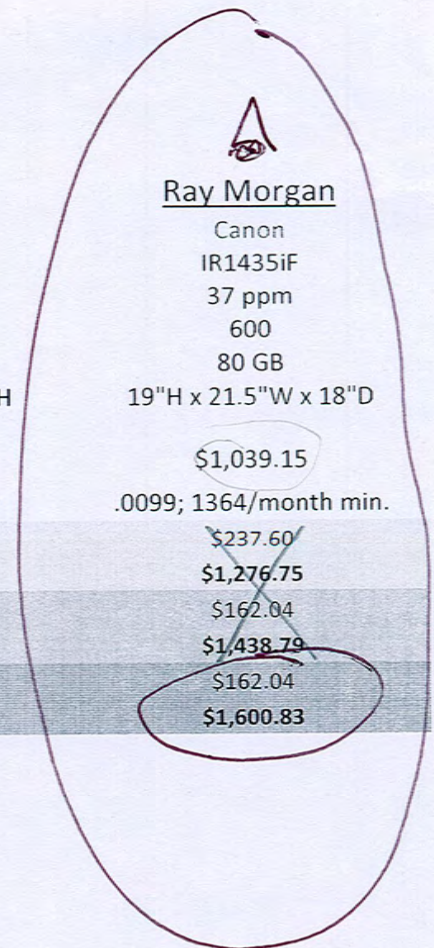
Approval Signature	Approval Signature	Approval Signature
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COMP QUOTES

Veterans MFD July 2017

Tabletop MFD, B/W, network PCL printer, Copy, Scan-to-email, 20-25 ppm, automatic document handler.

	<u>Scott Tech. Group</u>	<u>Caltronics</u>	<u>Toshiba</u>	<u>Ray Morgan</u>
Make	Savin	Konica Minolta	Toshiba	Canon
Model	305 SPF	4050	e-studio 2802am	IR1435iF
Speed	up to 30ppm	42 ppm	28 ppm	37 ppm
paper capacity	250	650	250	600
Hard drive	320 GB	320 GB		80 GB
Dimensions	14" x 19.5" x 20"	19"W x 19"D x 22"H	15.5"W x 21.25"D x 20"H	19"H x 21.5"W x 18"D
Purchase	\$1,995.00	\$1,401.40	\$1,049.00	\$1,039.15
Maintenance	0.012; 2,000/month min.	.015; zero minimum	.012; 800/month min.	.0099; 1364/month min.
Annual 2000/month	\$288.00	\$360.00	\$288.00	\$237.60
3 year ownership	\$2,283.00	\$1,761.40	\$1,337.00	\$1,276.75
Annual 1000/month	\$288.00	\$180.00	\$144.00	\$162.04
3 year ownership	\$2,571.00	\$1,941.40	\$1,481.00	\$1,438.79
Annual 500/month	\$288.00	\$90.00	\$115.20	\$162.04
3 year ownership	\$2,859.00	\$2,031.40	\$1,596.20	\$1,600.83





Ray Morgan Company

Technology You Can Trust Customer Excellence Since 1956

Proposal Prepared for: Veterans Resource Center

37 Page Per Minute B&W Copier/Printer (Standard)

29 Page Per Minute Scanner (Standard)

50 Sheet Document Feeder

512MB of RAM

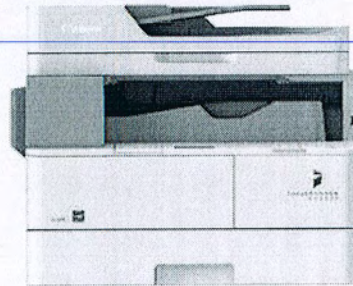
80GB HDD

600 Sheet Standard Paper Capacity (1,100 Max)

Energy Star qualified

Reduction of CO2 emission in manufacturing process

Exceeds EU RoHS Directive standards



IR1435iF Copier/Printer/Scanner/Fax

Shown here with all optional additional paper tray.

ADVANCE imageCHIP Lite Print System

UFR II, PCL & PS3 Print Drivers

Account Track (1,000 Codes)

10/100 BaseT Capabilities

Universal SEND (Scan & Send)

Scans up to 29 Images Per Minute (B&W & CLR)

Scan formats Include PDF (Compact & OCR), TIFF & JPEG

Scan to PC

Scan to SMB

Scan to Email (SMTP, POP3, I-Fax)

Faxing System

PC Faxing

Incoming faxes routed to Email, SMB (folder) and/or printed

20 One Touch Buttons

Duplex Transmission/Reception

IR1435iF:	Cash Price	36 Mo FMV
Main Frame (DADF, 1 drawer, bypass)	\$1,039.15	\$37.41

Maintenance Info.	Qtr Min.	Allowance	Rate
Black & White	\$40.50	0	\$0.0099

Cost Per Copy Includes:

All inclusive Service includes all Parts, Labor, Supplies; everything except paper and staples.

Figures do not include any applicable taxes

For any questions regarding this proposal please contact Greg Smith @ 530-417-5596

**Folsom Lake College
Veterans Resource Center**

Toshiba e-Studio 2802am BW Tabletop Product

- 28 copies / prints per minute
- 1 x 250 sheet paper cassette (LT size)
- 50 Sheet document feeder
- Automatic duplex module
- Department codes
- Network print / scan (standard)
- 50 sheet bypass tray

Purchase Price: \$1,049.00 + Sales Tax

Maintenance Agreement:

\$9.00 / Quarter

- All Parts, Labor, Service and Supplies
- Training
- Preventative Maintenance
- 2,400 Included Copies/Prints Per Quarter
- Overages Billed Quarterly @ .012

Note: Requisition / Purchase Order must include the following:

Reference Sacramento County RFP #8191 / Contract #WA00033568
Model Number
Purchase Price
Quarterly Maintenance Cost
Quarterly Allowance
Overage Cost
Delivery Contact Name, Phone Number, Email Address

Provided By Toshiba Business Solutions
1016 North Market, Suite 40
Sacramento, CA 95834
Shane Pitto
Account Manager
916-928-2713
shane.pitto@tbs.toshiba.com



bizhub

Proposal Prepared For
Folsom Lake College

Quote:# FLC1

NASPO Contract Quote: 3091 7-15-70-24 (both numbers must appear on PO)

6/29/2017

Brand New Konica Minolta BIZHUB 4050
Digital Color Copier/Printer/Scanner

Pricing Good For 30 Days

Konica Minolta Bizhub 4050 Specifications

42 prints per minute Color / B&W Copier/Printer
Reverse Automatic Document Feeder
Scans up to 32 Pages Per Minute in Color and B/W
650 Std. Paper Capacity
Automatic Duplexing Unit for 2 Sided Copying and Printing
Network Printing
Network Scanning
320 GB Hard Drive
Prints/Copies from 4x6 to 8.5 X 14



Pricing

Item	Qty	Retail	Caltronics NASPO Price
bizhub 4050	1	\$3,499.00	\$1,263.90
ESP Power Filter 15amp/120volt	1	\$275.00	\$137.50
Subtotals			\$1,401.40
		Tax Calculated at 7.75%	\$108.61
Includes delivery, install, training, and haul away of old machine			\$1,510.01

Unlimited End User Training is included for life of the maintenance contract with Caltronics Business Systems at no extra cost

Addl. Options Pricing does not included applicable taxes

Maintenance

The Maintenance / Service rate is a zero base minimum @ \$0.015

For More Information Please Contact
Mike Holkko at 916-361-5350 or holkko@caltronics.net

Wurzer, Christine

From: Harman, Joany
Sent: Wednesday, August 02, 2017 4:40 PM
To: Wurzer, Christine
Subject: RE: Veterans Center copier/printer/scanner/fax

Hi Christine,
Sorry for the delay. I just submitted a transfer to fund the following budgets for the purchase and maintenance agreement. You will need to input an online requisition. We will charge the foundation.

Business Unit	Account	Fund	Dept	Program	Class	Budget Period	Project	Amount
GENFD	6490	12	FL.VS.VETS	64800	00000	2018	696A	1123 +
GENFD	5600	12	FL.VS.VETS	64800	00000	2018	696A	(163)

7.75%
6,180.53
TAX
Total
\$ 6,119.68
Annual
500/month

Thank you,

Joany Harman


Joany Harman | Business Services Supervisor
Folsom Lake College | 10 College Parkway | Folsom, CA 95630
p. 916.608-6622 | f. 916.608.6553 | harmanj@flc.losrios.edu | www.flc.losrios.edu

Separate Refs

From: Wurzer, Christine
Sent: Wednesday, August 2, 2017 7:27 AM
To: Harman, Joany <harmanj@flc.losrios.edu>
Subject: Veterans Center copier/printer/scanner/fax

Hi Joany,
I submitted a campus-based requisition, using foundation funds to purchase a Canon copier/printer/scanner/fax for the Veterans Center. I submitted it in mid-July. I was wondering on who I should check re: the status of the purchase?? Since it is equipment, do I need to submit an online req after a budget transfer?
I'm in interviews all day, but will check my emails throughout the day.

Thanks,
Christine

 Christine Wurzer | Admissions & Records Supervisor
Folsom Lake College | 10 College Parkway | Folsom, CA 95630
p. 916.608.6645 | f. 916.608.6569 | Christine.Wurzer@flc.losrios.edu | www.flc.losrios.edu



Ray Morgan Company

DOCUMENT TECHNOLOGY SOLUTIONS

www.raymorgan.com

9/8

PACKING LIST

S.O. Date: 8/28/17

S.O. Number: 1707035

Printed Date: 8/31/2017 12:51:52PM

Entered by: ehoyne

Remit payment to: 3131 Esplanade, Chico CA 95973

Questions: 800-640-6065

Bill To: 5683077

Los Rios Community College Dist DO Receiving-P.O.
0001071139
1919 Spanos Ct
Sacramento, CA 95825

Ship To: 6086650

Folsom Lake College
10 College Parkway
Folsom, CA 95630

Account Number	Payment Terms	P.O. Number	Ship Method	Ordered By	Date Required
5683077	NET 15	1094294	RMC TRUCK	916-568-3047	9/5/17

Remarks	Sales Person
Please contact Kathy Barnes at 916-608-6650 or barnesk@flc.losrios.edu	Greg Smith

Item Number	Description	Serial No / Equip ID	UM	WH	Ordered	Prev	B/O	Shipped
IR 1435IF	IR 1435IF Digital Copier	RZJ34182 / EQ143918	Each	5	1	0	0	1
GPR54 BLK	Setup		Each	5	1	0	0	1
GPR54 BLK	Additional		Each	5	1	0	0	1
SP120/15NET	Networked Surge Prot 120/15amp		Each	5	1	0	0	1
	Start Meters: <u>39</u>	151705						
	101: _____							

TS INSTALL	Installation, Technical Service		Each		1	0	0	1
SERVICE TECH	Service Tech Support Required	201.26	Each		1	0	0	1
HOT SWAP	Network Hot Swap		Each		1	0	0	1
	<i>RAY MORGAN</i>							
	<i>PO: 0001094294</i>							
	<i>PCUR: 0001080154</i>							
	<i>9/2/17 umj</i>							

ACCEPTANCE OF DELIVERY DEMO/LEASE/SALE
You certify that all the equipment listed above has been furnished, that delivery and installation has been fully completed and satisfactory. Further, all conditions and terms of this Agreement have been reviewed and acknowledged. Upon signing below, your promises herein will be irrevocable and unconditional in all respects.

Printed Name _____ Signature _____ Date _____