

**LOS RIOS COMMUNITY COLLEGE DISTRICT**

**PURCHASE ORDER NO\_0001093681  
CHANGE ORDER**

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
07/11/2017	2 - 05/10/2018	1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
1009590 HENDRICKST SHEWMAKERN	4ADMN SME	

Supplier: 0000007912  
VERIZON WIRELESS  
PO BOX 660108  
DALLAS TX 75266-0108

Ship To: FOLSOM LAKE COLLEGE  
RECEIVING  
10 COLLEGE PARKWAY  
FOLSOM CA 95630  
United States

email:

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

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
1- 1	SERVICE AGREEMENT TO PROVIDE CELL PHONE / DATA SERVICE FOR FLC INNOVATION CENTER AS NOTED BELOW APPROX \$119.98 PER MO	1.00	LOT	1,440.00	1,440.00	05/01/2018
2- 1	CELLPHONE - SAMSUNG GALAXY S8 - 64GB - MIDNIGHT BLACK (TAX INCLUDED)	1.00	EA	308.58	308.58	05/01/2018
EQUIPMENT UPGRADE CELL# 916-206-3907 - \$58.59 7.75% SALES TAX ON LIST PRICE OF; \$756.00						
3- 1	CELL PHONE - IPHONE 8 256GB - SPACE GRAY (TAX INCLUDED)	1.00	EA	465.86	465.86	05/01/2018
EQUIPMENT UPGRADE CELL# 916-206-8765 - \$65.87 7.75% SALES TAX ON LIST PRICE OF \$849.99						
4- 1	SERVICE AGREEMENT TO PROVIDE CELL PHONE / DATA SERVICE FOR FLC INNOVATION CENTER AS NOTED BELOW APPROX \$119.98 PER MO	1.00	EA	400.00	400.00	05/10/2018

Verizon Wireless Account #\_271202893-00012  
For service from 07/01/2017 THRU 06/30/2018

916-206-3907 ANDROID SAMSUNG GALAXY S4  
916-206-8765 IPHONE

\*base rate \$107.46 per month plus Roaming Fees, Surcharges and Taxes.  
\*\* Rates Verified with Verizon Business acct dept May 17, 2017

PER ATTACHED NASPO QUOTE# 7/10/70/16 FOR VERIZON ACCOUNT# 271202893-00012 - DEVICES USED FOR IN FLC INNOVATION CENTER / MAKER SPACE FOR INSTRUCTIONAL RESEARCH & DEVELOPMENT

11/27/2017 PER J HARMAN - ADD LINE 2 "CELLPHONE - SAMSUNG GALAXY S8 - 64GB - MIDNIGHT BLACK (TAX INCLUDED)" FOR \$308.58 (\$249.99 + \$58.59 SALES TAX) AND ADD LINE 3 "CELL PHONE - IPHONE 8 256GB - SPACE GRAY (TAX INCLUDED)" FOR \$465.86 (\$399.99 + \$65.87 SALES TAX) CHARGED TO GENFD 6490 12 FL.VI.SWPA 09000 00000 2018 481Z - NEW PO TOTAL OF \$2,214.44 - NTS

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	Authorized Signature
	on Total PO
	Amount Page

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

**PURCHASE ORDER NO 0001093681  
CHANGE ORDER**

PURCHASING: (916) 568-3071 • FAX: (916) 568-3145  
ACCOUNTING OPS: (916) 568-3065 • FAX: (916) 286-3636

Date	Revision	Page
07/11/2017	2 - 05/10/2018	2
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
1009590 HENDRICKST SHEWMAKERN	No4ADMN SME	

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

**Supplier:** 0000007912  
VERIZON WIRELESS  
PO BOX 660108  
DALLAS TX 75266-0108

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
05/10/2018	PER J HARMAN - ADD LINE 4 "SERVICE AGREEMENT TO PROVIDE CELL PHONE / DATA SERVICE FOR FLC INNOVATION CENTER AS NOTED BELOW APPROX \$119.98 PER MO" FOR \$400.00 - CHARGED TO GENFD 5500 12					
FL.VI.MAKR 49000 00000 2018 442C	- NEW PO TOTAL OF \$2,614.44 - NTS					

Sub Total Amount	2,614.44
Sales Tax Amount	0.00
Total PO Amount	2,614.44

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5500	11	FL.VI.INNO	61900	00000	041A	1,440.00	2018
GENFD	5500	12	FL.VI.MAKR	49000	00000	442C	400.00	2018
GENFD	6490	12	FL.VI.SWPA	09000	00000	481Z	774.44	2018

0001009590HARMANJ06-JUL-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>

Addition to Terms and Conditions/Revised 01/26/18

23. CERTIFICATION: CONTRACTOR warrants that it is not debarred or suspended, proposed for debarment or declared ineligible for award of contracts by any Federal, State or local Agency.

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Authorized Signature

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**Change Order Request**  
(One PO per Change Order Request)

PO # 0001093681

Request Date: 05/09/18

College/Dept.: FLC/INNO

Vendor Name VERIZON WIRELESS

**ADD LINE# 4**


**DESCR:**

SERVICE AGREEMENT TO PROVIDE CELL PHONE / DATA SERVICE FOR FLC INNOVATION CENTER  
AS NOTED BELOW APPROX \$119.98 PER MO

**AMOUNT (UNIT PRICE):** \$400.00

**BUDGET:** GENFD 5500 12 FL.VI.MAKR 49000 00000 2018 442C

**FUND 12 Requirement – Complete if adding new department org, or project/grant#:**

Program Name: Innovation Maker 3	Project/Grant Number: 442C
Program Director/Coordinator Signature: X 	

PO COMMENTS: Increase required to cover Data Plan Overages and Use by Makerspace Program.

**LOS RIOS COMMUNITY COLLEGE DISTRICT PURCHASE ORDER NO 0001093681  
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Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
1009590 HENDRICKST SHEWMAKERN	4ASPH130 SME	

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

**Supplier:** 0000007912  
VERIZON WIRELESS  
PO BOX 660108  
DALLAS TX 75266-0108

**Ship To:** FOLSOM LAKE COLLEGE  
RECEIVING  
10 COLLEGE PARKWAY  
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United States

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Tax Exempt? N

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3- 1	CELL PHONE - IPHONE 8 256GB - SPACE GRAY (TAX INCLUDED)	1.00 EA	465.86	465.86	05/01/2018
EQUIPMENT UPGRADE CELL# 916-206-8765 - \$65.87 7.75% SALES TAX ON LIST PRICE OF \$849.99					

Verizon Wireless Account #\_271202893-00012  
For service from 07/01/2017 THRU 06/30/2018

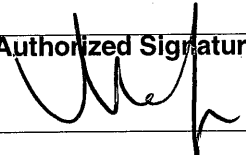
916-206-3907 ANDROID SAMSUNG GALAXY S4  
916-206-8765 IPHONE

\*base rate \$107.46 per month plus Roaming Fees, Surcharges and Taxes.  
\*\* Rates Verified with Verizon Business acctn dept May 17, 2017

11/27/2017 PER J HARMAN - ADD LINE 2 "CELLPHONE - SAMSUNG GALAXY S8 - 64GB - MIDNIGHT BLACK (TAX INCLUDED)" FOR \$308.58 (\$249.99 + \$58.59 SALES TAX) AND ADD LINE 3 "CELL PHONE - IPHONE 8 256GB - SPACE GRAY (TAX INCLUDED)" FOR \$465.86 (\$399.99 + \$65.87 SALES TAX) CHARGED TO GENFD 6490 12 FL.VI.SWPA 09000 00000 2018 481Z - NEW PO TOTAL OF \$2,214.44 - NTS

PER ATTACHED NASPO QUOTE# 7/10/70/16 FOR VERIZON ACCOUNT# 271202893-00012 - DEVICES USED FOR IN FLC INNOVATION CENTER / MAKER SPACE FOR INSTRUCTIONAL RESEARCH & DEVELOPMENT

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Reference:	Location / Dept	
1009590 HENDRICKST SHEWMAKER	4ASPH130 SME	

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**Supplier:** 0000007912  
VERIZON WIRELESS  
PO BOX 660108  
DALLAS TX 75266-0108

**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
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Sub Total Amount	2,214.44
Sales Tax Amount	0.00
Total PO Amount	2,214.44

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5500	11	FL.VI.INNO	61900	00000	041A	1,440.00	2018
GENFD	6490	12	FL.VI.SWPA	09000	00000	481Z	774.44	2018

0001009590HARMANJ06-JUL-2017

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**Change Order Request**

PO # 0001093681

Request Date: 11/06/17

College/Dept.: FLC/INST

Vendor Name VERIZON WIRELESS A/C# 271202893-00012

NO CHANGE TO: LINE# 1

ADD LINE# 2

QTY: 1 UOM: EA UNIT PRICE: 249.99 (+ Sales Tax - See Line Comments)

DESCRIPTION: SAMSUNG GALAXY S8 - 64GB - MIDNIGHT BLACK

**LINE# 2 COMMENTS:**

EQUIPMENT UPGARDE CELL# 916-206-3907 - \$58.59 7.75%SALES TAX ON LIST PRICE OF: \$756.00

ADD LINE# 3

QTY: 1 UOM: EA UNIT PRICE: 399.99 (+ Sales Tax - See Line Comments)

DESCRIPTION: IPHONE 8 256GB - SPACE GRAY

**LINE# 3 COMMENTS:**

EQUIPMENT UPGARDE CELL# 916-206-8765 - \$65.87 7.75% SALES TAX ON LIST PRICE OF: \$849.99

BUDGET: GENFD 6490 12 FL.VI.SWPA 09000 00000 2018 481Z

**COMMENTS:**

PER ATTACHED NASPRO QUOTE# 7-10-70-16 FOR VERIZON ACCOUNT# 271202893-00012. DEVICES USED FOR IN FLC INNOVATION CENTER / MAKER SPACE FOR INTRUCTIONAL RESEARCH & DELEVOPMENT

**CHANGE SUMMARY:**

LINES 2 & 3 SUBTOTAL \$649.98  
SALES TAX \$124.46 (7.75% OF LIST PRICE \$1,605.99)  
NEW EQUIP TOTAL \$774.44  
  
NEW PO TOTAL = \$2,214.44

**FUND 12 Requirement - Complete if adding new department org, or project/grant#:**

Program Name: <u>Maker Space</u>	Project/Grant Number: <u>481Z</u>
Program Director/Coordinator Signature: <u>[Signature]</u>	

**NASPO ValuePoint (formerly known as WSCA) CALIFORNIA CONTRACT #7-10-70-16 QUOTE**  
Valid Until 11/30/17



DATE:	November 6, 2017	Sales Rep	Marnie Carter	E-CODE:	
		Address		Email:	
		City/State/Zip		Phone:	

**CUSTOMER INFORMATION**

ACCOUNT NAME:	Los Rios Education	SHIP TO Account Name:		ATTN:	Zachary Dowell
BILLING ADDRESS :		SHIP TO Address :			
BILLING ADDRESS :		SHIP TO Address :			
CITY / STATE / ZIP		CITY / STATE / ZIP	Sacramento		
ACCOUNT # / CUSTOMER ID:		FEDERAL TAX ID:		Acct Type:	

**TRANSACTION REQUEST INFO**

	TRANSACTION TYPE	Cell Phone # / NPA	User Name	Rate Plan	MONTHLY RATE	Accessory	Equipment Model	PAYMENT TYPE	List Price	*Taxable Price ea.	Actual Price ea.	Total Tax	# UNITS	Total
1	EQUIPMENT UPGRADE	916-206-3907					Samsung Galaxy S8 64GB in Midnight Black	PO # SEPARATE	\$756.00	\$756.00	\$249.99	\$62.37	1	\$312.36
2	EQUIPMENT UPGRADE	916-206-8765					iPhone 8 256GB in Space Gray	PO # SEPARATE	\$849.99	\$849.99	\$399.99	\$70.12	1	\$470.11
3	SELECT ONE							SELECT ONE				\$0.00		\$0.00
4	SELECT ONE							SELECT ONE				\$0.00		\$0.00
5	SELECT ONE							SELECT ONE				\$0.00		\$0.00
6	SELECT ONE							SELECT ONE				\$0.00		\$0.00
7	SELECT ONE							SELECT ONE				\$0.00		\$0.00
8	SELECT ONE							SELECT ONE				\$0.00		\$0.00
9	SELECT ONE							SELECT ONE				\$0.00		\$0.00
10	SELECT ONE							SELECT ONE				\$0.00		\$0.00
11	SELECT ONE							SELECT ONE				\$0.00		\$0.00
12	SELECT ONE							SELECT ONE				\$0.00		\$0.00
13	SELECT ONE							SELECT ONE				\$0.00		\$0.00
14	SELECT ONE							SELECT ONE				\$0.00		\$0.00
15	SELECT ONE							SELECT ONE				\$0.00		\$0.00
16	SELECT ONE							SELECT ONE				\$0.00		\$0.00
17	SELECT ONE							SELECT ONE				\$0.00		\$0.00
18	SELECT ONE							SELECT ONE				\$0.00		\$0.00
19	SELECT ONE							SELECT ONE				\$0.00		\$0.00
20	SELECT ONE							SELECT ONE				\$0.00		\$0.00

Estimated Monthly \$0.00

\* CA State Sales & Use Regulation 1585 requires Verizon Wireless to assess sales tax on the retail price of cellular phones, aircards and modems. Sales Tax is calculated based on the "SHIP TO" location.

8.250%

Shipping Charge

\$0.00

Total

\$782.47

**COMMENTS/SPECIAL INSTRUCTIONS**

Quote is for estimating purposes only. Additional charges, taxes, fees and surcharges apply. Quote is based on pricing and equipment offers available under the contract between Verizon Wireless & State of CA, NASPO ValuePoint (formerly known as WSCA) Contract #7-10-70-16 (State Contract). In the event of any ambiguities or inconsistencies between this quote and the State Contract, the State Contract shall prevail. Please refer to the State Contract for details, which can be found on the DGS.CA.gov site. Quote is valid for the earlier of 90 days, the date State Contract expires, or the date promotional pricing expires.



A handwritten signature in teal ink that reads "Greg McCormac".

**To:** FLC Business Services and LRCCD Purchasing  
**From:** Greg McCormac, Interim Dean, and Instruction & Technology  
Zachary Dowell, Innovation Center Coordinator/ Professor of Design & Development

**Re:** Request to Retain Retired Devices on Verizon A/C# 271202893 for Innovation Center Research & Development use:  
1- Samsung Galaxy S4/16GB – purchased FY2013/14  
1- iPhone 4S/32GB – purchased FY2012/13

**Justification:** Electronic devices, such as the two specifically identified, are a common part of the workings of the Innovation Center. As such the devices would be useful for students engaged in instruction and research opportunities.





# MASTER SHIPMENT LIST

Please keep this important document for your records.

Thank you for your order.

Visit us on the web at [www.verizonwireless.com](http://www.verizonwireless.com).

B2B INTERNET WEST

Have questions? Get the answers you need. Sign in at [vzw.com](http://vzw.com)

**Ship To:**

ATTN:Receiving  
Folsom Lake College  
10 College Pkwy

Folsom , CA 956306798

Contact No: 916-568-3071

Order No: 005351105001

Location Code: W211501

Sales Rep ID: ENC

Order Date : 12/01/2017

Ship Date : 12/01/2017

Wrhs Order No: 0785418976

System : USMCNSL

PO 109368J

Order No	Carton No	Mobile No	User Name
005351105 001	0003522439	916-206-3907	Zack Dowell
005351105 002	0003522439	916-206-8765	Zack Dowell

L1 Samsung  
L2 iPhone

RWR # 1081546





# CUSTOMER RECEIPT

Please keep this important document for your records.

Have questions? Get the answers you need. Sign in at [vzw.com](http://vzw.com)

**Ship To:**

ATTN:Receiving  
Folsom Lake College  
10 College Pkwy

Folsom, CA 95630-6798

**Order No:** 005351105001  
**Location Code:** W211501  
Order Placement Date: 12/01/2017  
Order Process Date: 12/01/2017  
Ship Date: 12/01/2017  
Wrhs Order No: 0785418976

Item Description	Item SKU	Retail Price / VZW Cost*	Ship Qty	Item Price	Item Subtotal
GALAXY S8 BLACK	SMG950UZKV	\$ 756.00	1	\$249.99	\$249.99
	User: Zack Dowell				
	Mobile No: 916-206-3907				
	IMEI: 359031081585467				
4G 4FF NFC PRE INST	EMBD4GNFC-N		1	\$0.00	\$0.00
	User: Zack Dowell				
	Mobile No: 916-206-3907				
	ICCID: 89148000003725248863				
1 YR. MFG. WARRANTY	WAR6002		1	\$0.00	\$0.00
2 DAY BY 8PM	SHP002		1	\$0.00	\$0.00

Order Subtotal:	\$249.99
CA Local Sales Tax	13.23
CA State Sales Tax	45.36
Total Taxes / Fees	58.59

Payment Info: Purchase Order      Order Total: \$308.58

L2

\* In Massachusetts and Nevada, sales tax is computed on the higher of the device price or VZW cost for the device. In California, when a device is purchased for a 2 Year Contract price, sales tax is computed on the retail price of the device. The sales tax charged on your device was based on: \$756.00

Verizon Wireless SIM may only be used with devices certified for use on Verizon Wireless' network. You can check if your device is certified at [www.verizonwireless.com/certifieddevice](http://www.verizonwireless.com/certifieddevice)

**Return/Exchange Policy:** New and Certified Pre-Owned merchandise may only be returned or exchanged within 14 days of purchase. You are permitted to make one exchange. If you exchange your current device for another, you must return the original device, or you will be charged the difference between your purchase price and the MSRP. A restocking fee of \$35 applies to any return or exchange of a wireless device (excluding Hawaii). If you received your merchandise through a "Buy One, Get One" offer, both items must be returned in order to receive a refund. Cancellations must occur within 3 days of activation for the Activation Fee to be refunded. If you return your merchandise after the return period, you will not receive a refund and your merchandise will not be returned to you. See [verizonwireless.com/returnpolicy](http://verizonwireless.com/returnpolicy) for complete details.

**BUSINESS AND GOVERNMENT CUSTOMERS:** The terms and conditions for return and exchange, including the return period, may vary by contract. Please contact your Verizon Account Manager or refer to your contract.

**HOLIDAY RETURNS/EXCHANGES:** Purchases made between November 23, 2017 and December 31, 2017 may be returned or exchanged through January 15, 2018. All other provisions of Verizon Wireless' Return & Exchange Policy continue to apply, including the restock fee.



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**Ship To:**

ATTN:Receiving  
 Folsom Lake College  
 10 College Pkwy

Folsom, CA 95630-6798

**Order No:** 005351105002  
**Location Code:** W211501  
 Order Placement Date: 12/01/2017  
 Order Process Date: 12/01/2017  
 Ship Date: 12/01/2017  
 Wrhs Order No: 0785418976

Item Description	Item SKU	Retail Price / VZW Cost*	Ship Qty	Item Price	Item Subtotal
IPHN 8 GRY 256GB VZ	MQ7X2LL/A User: Zack Dowell Mobile No: 916-206-8765 IMEI: 356703087544481	\$ 849.99	1	\$399.99	\$399.99
4G 4FF PRE-INST SIM	EMBD4GSIM-N User: Zack Dowell Mobile No: 916-206-8765 ICCID: 8914800003541536871		1	\$0.00	\$0.00
1 YR. MFG. WARRANTY	WAR6002		1	\$0.00	\$0.00
2 DAY BY 8PM	SHP002		1	\$0.00	\$0.00

Order Subtotal: \$399.99  
 CA Local Sales Tax 14.87  
 CA State Sales Tax 51.00  
 Total Taxes / Fees 65.87

Payment Info: Purchase Order      Order Total: \$465.86

L3

\* In Massachusetts and Nevada, sales tax is computed on the higher of the device price or VZW cost for the device. In California, when a device is purchased for a 2 Year Contract price, sales tax is computed on the retail price of the device. The sales tax charged on your device was based on: \$849.99

Verizon Wireless SIM may only be used with devices certified for use on Verizon Wireless' network. You can check if your device is certified at [www.verizonwireless.com/certifieddevice](http://www.verizonwireless.com/certifieddevice)

**Return/Exchange Policy:** New and Certified Pre-Owned merchandise may only be returned or exchanged within 14 days of purchase. You are permitted to make one exchange. If you exchange your current device for another, you must return the original device, or you will be charged the difference between your purchase price and the MSRP. A restocking fee of \$35 applies to any return or exchange of a wireless device (excluding Hawaii). If you received your merchandise through a "Buy One, Get One" offer, both items must be returned in order to receive a refund. Cancellations must occur within 3 days of activation for the Activation Fee to be refunded. If you return your merchandise after the return period, you will not receive a refund and your merchandise will not be returned to you. See [verizonwireless.com/returnpolicy](http://verizonwireless.com/returnpolicy) for complete details.

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**From:** [Haney, Brenda](#)  
**To:** [Katz, Yedj](#); [Shewmaker, Nicholas](#)  
**Subject:** Verizon Delivery Receipts for New Upgraded Devices / PO\_0001093681 Lines 2 and 3  
**Date:** Tuesday, December 12, 2017 2:35:14 PM  
**Attachments:** [Verizon Receipts\\_PO0001093681\\_Lines 2 and 3.pdf](#)  
[0001093681\\_VERIZON WIRELESS.PDF](#)  
**Importance:** High

Please find attached - Verizon Delivery Receipts for New Upgraded Devices / PO\_0001093681 Lines 2 and 3

- o See attached PO for Bookmark Tabs of - (CO) Change Order and CO Quote –

Verizon should be invoicing for new devices in next billing cycle - to be expensed against Lines 2 and 3 of PO\_0001093681.

No change to Data Plan for Line# 1 .

Account String	PO ID	LINE#	DESCRIPTION	VENDOR	Jrnl	VOUCHER	INVOICE	POSTED	Check# / Pymnt Status	ENC	EXPS	CHECK#
GENFD 5500 11 FL.VI.INNO 61900 00000 2018 041A	0001093681	1	SERVICE AGREEMENT TO PROVIDE CELL PHONE / DATA SERVICE FOR FLC INNOVATION CENTER AS NOTED BELOW APPROX \$119.98 PER MO	VERIZON WIRELESS			0	07/11/17	0	1440	0	0
GENFD 6490 12 FL.VI.SWPA 09000 00000 2018 481Z	0001093681	2	CELLPHONE - SAMSUNG GALAXY S8 - 64GB - MIDNIGHT BLACK (TAX INCLUDED)	VERIZON WIRELESS			0	07/11/17	0	308.58	0	0
GENFD 6490 12 FL.VI.SWPA 09000 00000 2018 481Z	0001093681	3	CELL PHONE - IPHONE 8 256GB - SPACE GRAY (TAX INCLUDED)	VERIZON WIRELESS			0	07/11/17	0	465.86	0	0

Thank you,  
*Brenda Haney*

Business Services

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

☎ 916.608.6635 | ✉ [haneyb@flc.losrios.edu](mailto:haneyb@flc.losrios.edu)



**From:** [Dowell, Zachary](#)  
**To:** [Haney, Brenda](#)  
**Cc:** [McCormac, Gregory](#)  
**Subject:** Verizon Activations  
**Date:** Monday, December 18, 2017 1:32:57 PM

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Brenda,

Both devices are activated and working.

iPhone 8 Serial – F4GVNBRLJC6N

Samsung Galaxy 8 Serial – RF8JA0GMKRK

Thanks,  
Zack

**From:** [Haney, Brenda](#)  
**To:** [Dowell, Zachary](#); [Hendricks, Theresa](#)  
**Subject:** Please Advise \_ FW: Verizon Rep - Plans and Devices  
**Date:** Monday, November 6, 2017 2:12:12 PM  
**Attachments:** [0001093681\\_VERIZON\\_WIRELESS.PDF](#)  
[11\\_06\\_Los\\_Rios\\_device\\_quote.pdf](#)  
[re Verizon Upgrades from \\$30K money.msg](#)  
**Importance:** High

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Hi Zack / Tess -

Thanks for the attached Verizon quote for new equipment upgrades.

**This will be a Change Order to PO\_0001093681 that BSO will prepare – please provide the following:**

- o 6490 Budget with \$785.00 minimum funding to cover this PO/CO.
- o Confirm if you are keeping the same Data Plan on this Account for these upgraded devices.
  - o Current 5500 budget on PO Line# 1 will remain encumbered for the Data Plan only.
- o Provide Memo Explanation and Request to retain old devices for Innovation Center R&D.

Thank you,

*Brenda Haney*

Business Services

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

☎ 916.608.6635 | ✉ [haneyb@flc.losrios.edu](mailto:haneyb@flc.losrios.edu)

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**From:** Haney, Brenda

**Sent:** Friday, November 3, 2017 8:13 AM

**To:** Dowell, Zachary <[DowellZ@flc.losrios.edu](mailto:DowellZ@flc.losrios.edu)>

**Subject:** FW: Please Advise \_ FW: Verizon Rep - Plans and Devices

**Importance:** High

Hi Zack –

I reached out to Purchasing for guidance as they have re-assigned the Buyers on these accounts.

See Instructions below from Nick Shewmaker –

- o When you have the quote you want to go with, let me know and I'll review to confirm if we can do a Change Order or if new OLR is require.
- o Just make sure you communicate with Sales rep – that you're requesting quote only, and no changes should be made to this account or its devices and plan with a new PO or Change Order.

Thank you,

*Brenda Haney*

Business Services

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

☎ 916.608.6635 | ✉ [haneyb@flc.losrios.edu](mailto:haneyb@flc.losrios.edu)

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**From:** Shewmaker, Nicholas

**Sent:** Thursday, November 2, 2017 9:29 AM

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

**Subject:** RE: Please Advise \_ FW: Verizon Rep - Plans and Devices

Hi Brenda,

The department is able to contact the sales rep (see below) directly for quotes and then once a req or change order is submitted I can authorize the purchase itself.

**Marnie Carter**

**Government Account Manager**

**Pacific Market**

**M 916.677.6060**

**[Marnie.Carter@VerizonWireless.com](mailto:Marnie.Carter@VerizonWireless.com)**

Let me know if you need any other info on this.

Thanks,

Nick

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**From:** Haney, Brenda

**Sent:** Thursday, November 02, 2017 9:25 AM

**To:** Shewmaker, Nicholas

**Subject:** Please Advise \_ FW: Verizon Rep - Plans and Devices

**Importance:** High

Hi Nick –

When you get time - can you advise on this request –

FLC Innovation Center (Makerspace), currently has two devices with DATA Plans as listed on 2017/185 PO\_0001093681, for LRCCD A/C# 271202893-00012 - and they want to upgrade existing and/or purchase new devices –

- o Note: Devices and data plans purchased for this Area/Dept. are used for *Instructional Research and Development* in classroom/lab settings – they are not assigned phone devices for any one staff/faculty person. Zack Dowell as Professor and Manager of Innovation Center (Makerspace) would oversee all devices on record.

**How do we now manage Verizon Requests?** In the past, (when we purchased these existing devices), FLC just identified what they wanted, and Kathy Karnitz would contact Verizon directly to quote it all out, then email instructions to campus to prepare requisitions.

- o Do we have requesting Area/Dept. contact Verizon directly for product info and quotes ?
- o If Yes – do you have a Sales Rep for our LRCCD Account that they should contact ?
- o If No – can you advise further on how you want FLC to submit RFQ ?

Thank you,

*Brenda Haney*

Business Services

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

☎ 916.608.6635 | ✉ [haneyb@flc.losrios.edu](mailto:haneyb@flc.losrios.edu)

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**From:** Haney, Brenda  
**Sent:** Thursday, November 2, 2017 8:47 AM  
**To:** Dowell, Zachary <[DowellZ@flc.losrios.edu](mailto:DowellZ@flc.losrios.edu)>  
**Subject:** RE: Verizon Rep - Plans and Devices

Hi Zack –

What devices do you want to upgrade? We show that you currently have two devices with Data Plan on PO\_0001093681

- o 916-206-3907 - Android Samsung Galaxy S4
- o 916.206.8765 - iPhone

Thank you,

*Brenda Haney*

Business Services

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

☎ 916.608.6635 | ✉ [haneyb@flc.losrios.edu](mailto:haneyb@flc.losrios.edu)

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**From:** Dowell, Zachary  
**Sent:** Thursday, October 26, 2017 10:20 AM  
**To:** Haney, Brenda <[haneyb@flc.losrios.edu](mailto:haneyb@flc.losrios.edu)>  
**Subject:** Verizon Rep - Plans and Devices

Brenda,

Might you have the name and contact information for the college's Verizon rep? I need to talk to someone about device upgrades.

Thanks!

Zack

# LOS RIOS COMMUNITY COLLEGE DISTRICT

**PURCHASE ORDER NO 0001093681**

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.

<b>Date</b> 07/11/2017	<b>Revision</b>	<b>Page</b> 1
<b>Payment Terms</b> NET 30	<b>Freight Terms</b> Shipping Point	<b>Ship Via</b> Best Metho
<b>Reference:</b> 1009590 HENDRICKST SHEWMAKERN		<b>Location / Dept</b> 4ASPH130 SME

**Supplier:** 0000007912  
 VERIZON WIRELESS  
 PO BOX 660108  
 DALLAS TX 75266-0108

**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	SERVICE AGREEMENT TO PROVIDE CELL PHONE / DATA SERVICE FOR FLC INNOVATION CENTER AS NOTED BELOW APPROX \$119.98 PER MO	1.00 LOT	1,440.00	1,440.00	05/01/2018

Verizon Wireless Account # 271202893-00012  
 For service from 07/01/2017 THRU 06/30/2018

916-206-3907 ANDROID SAMSUNG GALAXY S4  
 916-206-8765 IPHONE

\*base rate \$107.46 per month plus Roaming Fees, Surcharges and Taxes.  
 \*\* Rates Verified with Verizon Business acct dept May 17, 2017

<b>Sub Total Amount</b>	1,440.00
<b>Sales Tax Amount</b>	0.00
<b>Total PO Amount</b>	1,440.00


BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5500	11	FL.VI.INNO	61900	00000	041A	1,440.00	2018

0001009590HARMANJ06-JUL-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.

## 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.



