

# LOS RIOS COMMUNITY COLLEGE DISTRICT PURCHASE ORDER NO 0001104488

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
04/04/2019		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
1017774 HANSEN HANEYB	04ASPH52 STUSVC	

**Supplier:** 0000041945  
FOLLETT LLC  
801 CHURCH LANE  
EASTON PA 18040

**Phone:** (800) 523-9361  
**Fax:** (610) 250-0696

**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	REFRIGERATOR; REF5P-T-KP-00 PERFORMANCE PLUS SERIES MEDICAL-GRADE REFRIGERATOR WITH FORCED-AIR COOLING STAINLESS STEEL CONSTRUCTION ON INTERIOR/EXTERIOR 4.5CU FT STORAGE CAPACITY	1.00 EA	2,624.60	2,624.60	03/21/2019
2- 1	INSTALLATION FEE; COMPACT REFRIGERATORS & FREEZERS AUTHORIZED INSTALLATION & START-UP SERVICE	1.00 EA	325.00	325.00	03/21/2019
3- 1	FREIGHT; FREIGHT IS AN ESTIMATE TO ZIP CODE 95630 VIA TECH TRANS	1.00 EA	239.00	239.00	03/21/2019

QUOTE# 00380019 VALID TO 12/31/19  
PRE-INSTALLATION SITE SURVEY - PLEASE REQUIRED WITH PO

ATTENTION VENDOR: PER PO TERMS AND CONDITIONS ITEM #19 CONTRACTOR IS TO PROVIDE PROOF OF INSURANCE  
CERTIFICATES LISTING LRCCD AS ADDITIONALLY INSURED PRIOR TO DELIVERY AND INSTALLATION.

Sub Total Amount	3,188.60
Sales Tax Amount	203.41
Total PO Amount	3,392.01

<u>BU</u>	<u>Acct</u>	<u>Fd</u>	<u>Org</u>	<u>Prog</u>	<u>Sub</u>	<u>Proj</u>	<u>Amount</u>	<u>BYear</u>
GENFD	6490	12	FL.VS.HLTH	64400	00000	425A	3,392.01	2019

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:** MISCELLANEOUS 0000003680  
\*\*\*\*\*  
\*\*\*\*\* CA 95825  
United States

**email:**

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

<b>Business Unit:</b> GENFD OPEN	
Req ID: 0001017774	Date: 03/12/2019
Page 1	
Requisition Name: MISC - FOLLETT	
Requester: Mary Hansen	Bldg#: STUSVC
Requester Signature	
Buyer: Brenda Haney	
Approved:	
Entered By: KRAVCHUA 12-MAR-2019	

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	REFRIGERATOR; REF5P-T-KP-00 PERFORMANCE PLUS SERIES MEDICAL-GRADE REFRIGERATOR WITH FORCED-AIR COOLING STAINLESS STEEL CONSTRUCTION ON INTERIOR/EXTERIOR 4.5CU FT STORAGE CAPACITY	1	EA	2,624.60	2,624.60	

ASSET DEPT: STUSVC LOCATION: 04ASPH52 CATEGORY: EQUIP 1 PROFILE: EQP:OTHER

2-1	INSTALLATION FEE; COMPACT REFRIGERATORS & FREEZERS AUTHORIZED INSTALLATION & START-UP SERVICE	1	EA	325.00	325.00	
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ASSET DEPT: STUSVC LOCATION: 04ASPH52 CATEGORY: SERVI 1 PROFILE: EQP:FEES

3-1	FREIGHT; FREIGHT IS AN ESTIMATE TO ZIP CODE 95630 VIA TECH TRANS	1	EA	239.00	239.00	
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ASSET DEPT: STUSVC LOCATION: 04ASPH52 CATEGORY: FRT 1 PROFILE: EQP:FEES

3,188.60 Sub-total  
203.41 Est. tax

Total Requisition Amount: 3,392.01

FOR MARY HANSEN: FL1-52

NEW VENDOR: NEW VENDOR PACKET HAS BEEN SENT on 03/12/19  
FOLLETT LLC - INNOVATIVE SOLUTIONS, INSPIRED BY ICE

ADDRESS: 801 CHURCH LANE EASTON, PA 18040  
PHONE #: 800-523-9361 (MEDICAL REPS CALIFORNIA 707-688-7187)  
FAX #: 610-250-0696  
EMAIL: CUSTOMERSERVICE@FOLLETTICE.COM

PRE-INSTALLATION SITE SURVEY - PLEASE INCLUDE WITH PO

Comparative Quote #1

Comparative Quote #2

Approval Signature	Approval Signature	Approval Signature
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# Requisition

**Supplier:** MISCELLANEOUS 0000003680  
\*\*\*\*\*  
\*\*\*\*\* CA 95825  
United States

**email:**

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

<b>Business Unit:</b> GENFD OPEN		
Req ID:	Date	Page
0001017774	03/12/2019	2
Requisition Name:		
MISC - FOLLETT		
Requester		Bldg#
Mary Hansen		STUSVC
Requester Signature		
Buyer: Brenda Haney		
Approved:		
Entered By: KRAVCHUA 12-MAR-2019		

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
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<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	6490	12	FL.VS.HLTH	64400	00000	425A	3,188.60

**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**



Innovative solutions, inspired by ice

Manufacturers of Quality Ice Storage and Ice Dispensing  
Equipment for the Foodservice and Healthcare Industries

# Quotation

00380019

Page 1 of 4

Follett LLC  
801 Church Lane  
Easton, PA 18040

Phone: 800-523-9361  
610-252-7301  
Fax : 610-250-0696

**Quote-To:** 103009  
FOLSOM LAKE COLLEG  
10 COLLEGE PKWY  
FOLSOM, CA 95630  
US

**Bill-To:** 103009  
FOLSOM LAKE COLLEG  
10 COLLEGE PKWY  
FOLSOM, CA 95630  
US

**Issue Date**  
02/25/19  
**Currency**  
US Dollars

Project

Spec by:

Attn: JONATHAN SAMET sametj@flc.losrios.edu

Phone:

Fax:

For Internal Use - 1

Line	Item Description/Details	Qty	Unit Price	Total
0001	<b>REF5P-T-KP-00</b> Performance Plus Series Medical-grade refrigerator with forced-air cooling Stainless steel construction on interior/exterior 4.5 cu ft storage capacity Programmed automatic defrost External product temperature display in degrees F or C Top-mounted LCD Touchscreen user interface Integral keypad access control & electronic lock Integral high/low temperature, power loss and door open alarms LED cabinet lighting 2 epoxy-coated wire shelves Self-closing solid stainless steel door  Follett refrigerators and freezers are designed and marketed exclusively for medical, scientific, or research applications. Please be aware that, according to DOE regulation 79FR17725, Follett refrigerators may only be used for such medical, scientific, or research purposes.  (1) skid @ (205.0 lbs) (30.0 x 33.0 x 50.0 in)	1	2,624.60	2,624.60
0002	<b>AS1</b> Compact refrigerators and freezers Authorized installation and start-up service NOTE: Completed site survey is required for this service. Equipment will be shipped via Follett authorized service partner and installed at customer-specified location. Installation includes lift gate truck, inside delivery, uncrating and removal of debris, positioning unit at final point of use, installing legs, filling product simulation bottle,	1	325.00	325.00
		<b>SUBTOTAL</b>	3,188.60	
		<b>TAX</b>	228.60	
		<b>US Dollars</b>	<b>Continued</b>	

FCA Point - Easton, prepay and add to invoice

Cc: MEDICAL REPS CALIFORNIA 707-688-7187

Please direct all questions to  
[Follett Customer Service](#)

Pricing good through

**12/31/19**

After that date, please contact factory

Please email Equipment POs to  
customerservice@follettice.com  
Or fax to 610-250-0696

**Unless otherwise specified, freight costs are additional. Lift-gate delivery, at additional cost, will be required if no loading dock is available. Please advise Follett at time of order if lift-gate delivery is needed.**



Innovative solutions, inspired by ice

Manufacturers of Quality Ice Storage and Ice Dispensing  
Equipment for the Foodservice and Healthcare Industries

# Quotation

00380019

Page 2 of 4

Follett LLC  
801 Church Lane  
Easton, PA 18040

Phone: 800-523-9361  
610-252-7301  
Fax : 610-250-0696

**Quote-To:** 103009  
FOLSOM LAKE COLLEG  
10 COLLEGE PKWY  
FOLSOM, CA 95630  
US

**Bill-To:** 103009  
FOLSOM LAKE COLLEG  
10 COLLEGE PKWY  
FOLSOM, CA 95630  
US

**Issue Date**  
02/25/19  
**Currency**  
US Dollars

Project

Spec by:

Attn: JONATHAN SAMET sametj@flic.losrios.edu

Phone:

Fax:

For Internal Use - 1

Line	Item Description/Details	Qty	Unit Price	Total
	adjusting the controller settings as specified, confirming operation, and reviewing operational procedures. For complete detail, refer to from #6740.			
0003	<b>FRTEST</b> FREIGHT ESTIMATION <b>FREIGHT IS AN ESTIMATE TO ZIP CODE 95630 VIA TECH TRANS TRUCKING.</b>  <b>*** Please note this quotation number on your purchase order. ***</b>  Any freight received damaged must be refused or signed for as damage. Freight claims, repairs, and reimbursement cannot be made after 5 days so Follett Customer Service must be notified of any claim within 48 hours of delivery - See Freight Terms below for details.  Also, please see Freight Terms for regulatory limitations of Follett's involvement in damage claims if you contract for your own freight delivery.	1	239.00	239.00
		<b>SUBTOTAL</b> 3,188.60		
		<b>TAX</b> 228.60		
		<b>US Dollars</b> <b>3,417.20</b>		

FCA Point - **Easton, prepay and add to invoice**  
Cc: MEDICAL REPS CALIFORNIA 707-688-7187

Please direct all questions to  
[Follett Customer Service](#)

Pricing good through  
**12/31/19**  
After that date, please contact factory

Please email Equipment POs to  
[customerservice@follettice.com](mailto:customerservice@follettice.com)  
Or fax to 610-250-0696

**Unless otherwise specified, freight costs are additional. Lift-gate delivery, at additional cost, will be required if no loading dock is available. Please advise Follett at time of order if lift-gate delivery is needed.**

*This quote contains confidential pricing information intended only for the use of the individual or entity named above and may be legally privileged. If you are not an employee or agent of the intended recipient, you are hereby notified that any disclosure, copying, or distribution, in part or in whole, to any party not associated with the acceptance of this specific quote, or the taking of any action based on the contents of this quote, is strictly prohibited.*

## Warranty Summaries

Unless otherwise specified, all warranties cover repair or replacement of the product by an authorized service company.

### Symphony Plus ice and water dispensers and Maestro Plus ice makers

- 3 year parts and labor on entire machine
- 5 year parts on compressor

### Horizon ice machines/ Ice Manager Diverter Valve System

- 3 year parts and labor on entire machine
- 5 year parts on compressor

### Slope front bins, carts and accessories

- 3 year parts
- 1 year labor

### Vision undercounter dispensers

- 2 year parts and labor

### Ice Pro semi-automatic bagging systems

- 2 year parts and labor

### Upright bins, Ice-Device, and ITS storage and transport systems

- 5 year parts and labor

### 7 Series / 15 Series Dispensers

- 2 year parts and labor on entire machine
- 5 year parts on compressor
- For indoor use only. Designed for commercial use. Follett is not able to provide in-house service for residential installations

### Countertop and undercounter refrigerators and freezers

- 2 year parts and labor on entire machine
- 5 year parts on compressor

### Upright refrigerators and freezers

- 2 year parts and labor on entire machine
- 5 year parts on compressor

## Warranty Statements

- For full warranty terms, conditions, and exclusions please refer to the Warranty Statements available at <http://follettice.com/support/>.

For warranty service, contact Follett's Technical Service department by telephone or email –

- 877.612.5086 – US, Canada, Mexico
- 610.252.7301
- [Techsupport@follettice.com](mailto:Techsupport@follettice.com)

## Terms

- This price list supersedes all others
- Net 30 day terms on approved accounts
- Prices subject to change without notice
- Specifications subject to change without notice

## Freight Terms and Freight Damage

Freight is an additional charge. Standard delivery rates include dock-to-dock services. Special services such as, but not limited to, lift gate or inside delivery are not included. Please advise Follett LLC at time of order if special services are needed.

All freight is to be inspected upon delivery. If visible signs of **damage** exist, please refuse delivery or sign your delivery receipt “damaged.” **Follett Customer Service must be notified within 48 hours.** Wherever possible, please include detailed photos of the damage with the original packaging so that we may start the freight claim process.

Freight industry policies prohibit Follett from taking responsibility for freight claims where Follett has not contracted with the freight carrier. Follett recommends shipment with one of our contracted carriers and believes we can provide these services at a reasonable cost to you. If you choose to contract for the delivery of your equipment using your own 3<sup>rd</sup> party carrier (even if it is a carrier that Follett uses), Follett will be unable to submit claims for freight damage or provide restitution for freight damage expenses. Should you experience freight damage with your carrier, Follett will work with you to document the event so that you can file claims with your carrier.

Please contact Follett Customer Service for assistance with ordering replacement parts and/or equipment. Equipment and parts damaged due to improper handling and/or receiving may void the Follett warranty provision. Any damaged (cosmetic or otherwise) parts/equipment placed into service must be reported to and approved by Follett to honor warranty claims.

## Return Policy

Follett equipment may be returned under the following conditions:

1. The equipment is new, unused, and not installed.
2. A return materials authorization (RMA) accompanies the returned equipment. Such RMA must be requested from Follett Customer Service within 45 days after shipment
3. Equipment must be received at the Follett factory in Easton, PA within 30 days of the issuance of the RMA by Follett
4. There is a 20% re-stocking fee for all returns after equipment is inspected at Follett. If the cost to return the equipment to stock exceeds 20%, the actual cost will be deducted
5. Return freight is the responsibility of the customer returning the equipment.
6. Units to be returned must be in brand new condition and in the original cartons or boxes. If you do not have the original packaging, please contact Follett Customer Service to order new packaging. If returned equipment is damaged because of improper packaging, Follett will not be held responsible.

**Please Note:** Special quote request (SQR) items are not returnable to Follett.

## Help us help you keep your order on track

**To avoid delays, please include the following information on your purchase order:**

- \_\_\_ Quotation number
- \_\_\_ Purchase order number
- \_\_\_ Billing address
- \_\_\_ Shipping address
- \_\_\_ Freight terms (if different than quotation)
- \_\_\_ Special delivery instructions (required if not standard dock-to-dock delivery)
  - \_\_\_ Lift gate
  - \_\_\_ Inside delivery
  - \_\_\_ Follett authorized delivery or installation service
- \_\_\_ Pricing that matches quotation
- \_\_\_ Model numbers that match quotation
- \_\_\_ Net 30 payment terms (for approved accounts)
- \_\_\_ Tax exempt/resale certificate

### **Please contact Follett Customer Service for assistance**

Hours      Monday – Friday 8:00 am to 5:00 pm (Eastern Standard Time)  
 Phone      1.610.252.7301  
 Toll free   1.800.523.9361

**Click here** to view installation and service videos that will reduce your on-site time and ensure a successful installation/service call.





# Follett® Authorized Services<sup>1</sup> – Countertop and Undercounter Refrigerators and Freezers

Countertop refrigerators and freezers	
Model	Item number
refrigerators	REF1 & REF2
	REF1-KP & REF2-KP
	REF1-PR & REF2-PR
freezers	FZR1 & FZR2
	FZR1-KP & FZR2-KP



Performance Plus Undercounter refrigerators and freezers	
Model	Item number
refrigerators	REF4P-00-00
	REF4P-00-GD
	REF4P-KP-00
	REF4P-KP-GD
	REF5P-00-00
	REF5P-00-GD
	REF5P-KP-00
	REF5P-KP-GD
	REF4P-T-00-00
	REF4P-T-00-GD
	REF4P-T-KP-00
	REF4P-T-KP-GD
	REF5P-T-00-00
	REF5P-T-00-GD
	REF5P-T-KP-00
	REF5P-T-KP-GD
	REF5BBP-T-00-00
	REF5BBP-T-00-GD
	REF5BBP-T-KP-00
	REF5BBP-T-KP-GD
freezers	FZR4P-00-00
	FZR4P-KP-00
	FZR5P-00-00
	FZR5P-KP-00
	FZR4P-T-00-00
	FZR4P-T-KP-00
	FZR5P-T-00-00
	FZR5P-T-KP-00
	FZR5PLP-T-00-00
	FZR5PLP-T-KP-00

## Authorized installation and start-up

TechTrans will deliver the specified equipment to the point of use, uncrate and set in place, install casters and shelves or drawers (if required), complete set-up to ensure the unit is working fully, and remove and discard all debris.

**NOTE:** This service is not available without a completed and signed Follett site survey<sup>2</sup>, form# 8285. Please return completed site survey with purchase order to prevent delays in shipping.

Countertop and Undercounter Refrigerators and Freezers		
Item number		AS1
Price for Follett Authorized Service <sup>3</sup>	First unit	\$325
	Subsequent units to the same location	\$125

## Service includes

- Remove and discard all packing material and protective covering
- Install the following accessories, if ordered: casters, dry contacts, stacking kit for two units (attaching to wall is responsibility of others)
- Position unit(s) in final location (as directed by user)
- Install shelves or drawers
- Plug the unit in<sup>4</sup>
- Prepare and install glycerine solution in product simulation bottle
- NOTE:** REF require 50/50 and FZR 60/40 glycerin/water mix
- Confirm 8 AA batteries have been installed for touchscreen or keypad (if so equipped)
- Confirm door gasket seals properly when door is closed
- Set time and date in the controller
- Change temperature display to Fahrenheit, upon user request
- Adjust high and low temperature alarm settings, upon user request
- Confirm unit is getting cold
- Review operational procedures with equipment user
- Deliver operation and service manuals to user

<sup>1</sup> Authorized services available only with TechTrans freight and does not include dock-to-dock common carrier freight charges.

<sup>2</sup> If you are unable to complete the site survey, this service is available through TechTrans for \$150.

<sup>3</sup> Dock-to-dock common carrier freight charges provided as separate line item.

<sup>4</sup> See terms and conditions, item 4, for electrical requirements.

See reverse for standard terms and conditions.

## FOLLETT AUTHORIZED SERVICES STANDARD TERMS AND CONDITIONS

Authorized Service quotation assumes the start-up and/or installation site is prepared as follows:

1. All halls, doors and path to the final installation location must provide free and clear access.
2. This service offering does not cover special validation processes required by 3<sup>rd</sup> party organizations.
3. Site conditions, i.e., ceiling height, cabinet clearances, clearances to walls, structures, adjacent equipment, etc., will be in accordance with Follett's specifications.
4. Dedicated outlet, as required, available within 5 feet of equipment location.
5. Should the installation site not be ready when Follett or its installer arrives, any additional expenses will be charged to the customer.
6. Acquisition and cost of permits, inspections, variances, etc., are not included in this quotation and will be the responsibility of others.
7. Reinforcement of walls, floors, or modifications to any structural or functional item that needs to be completed to facilitate the installation of the Follett equipment will be the responsibility of others.
8. Special installation items, materials, or conditions required by local, municipal, or state codes are not included in this quotation and are the responsibility of others.
9. Special anchors, hurricane ties, seismic anchoring, etc. and labor that may be required for securing are the responsibility of others.
10. Fire proofing, explosion proofing, etc., of any or all parts of the installation or equipment to be installed are the responsibility of others.
11. Follett or its installer reserves the right to decline services, materials, labor, etc., that will create or require Follett or its installer to work in an unsafe environment.
12. Follett or its contractor is not responsible for acts of God, fire, weather, theft, or vandalism that result in additional charges not included in this quotation.
13. At the sole discretion of Follett, any or all requests for changes, additions, or modifications to this quotation will require completion of the Follett Installation Change Order Request by the equipment purchaser. Failure to comply with the request for change order process may result in delays for which Follett or its installer will not be liable.

Follett is a registered trademark of Follett LLC, registered in the US.  
Follett reserves the right to change specifications at any time without obligation. Certifications may vary depending on country of origin.



## Pre-Installation Site Survey – Refrigerators and Freezers

Please return completed site survey to [customerservice@follettice.com](mailto:customerservice@follettice.com)  
along with your purchase order to prevent a delay in order processing.

### Authorized installation and start-up

This form is required to help ensure smooth delivery and installation of your equipment. Please complete this checklist for each piece of equipment being installed and return as soon as possible. Follett Authorized Delivery and Installation cannot be offered without a completed and signed Site Survey.

### Service and charges approved by

Kathy Degen

Printed Name

Kathy Degen

Signature

3-15-19

Date

### Contact at delivery site

Levi Thiessen

Printed Name

thiessl@FLC.LOSRIOS.EDU

email

Phone

916-608-6745

Jonathan Samet

SametJ@FLC.LOSRIOS.EDU

916-608-6801

Customer purchase order number \_\_\_\_\_

### Installation address

Name of Facility: Folsom LAICO COLLEGE

Street Address: 10 COLLEGE PARKWAY

Suite/Floor: FL 1

City: Folsom State: CA Zip: 95630

Additional site information to assist delivery team: RECEIVING # 916-608-6994

## Site-specific survey questions

### Receiving

1. Is the facility tractor-trailer accessible? Yes ☒ No ☐
2. Will a tractor-trailer be able to stay in its parked location without creating issues? Yes ☒ No ☐
3. Is there a shipping/receiving dock at the facility? Yes ☒ No ☐
4. Is the shipping/receiving dock tractor-trailer accessible? Yes ☒ No ☐

### Delivery

5. Do you require a specific time for delivery? Yes ☒ No ☐  
If yes, specify time 7:30 - 4:00
6. Are there any obstructions or required security clearances from the delivery site to the point-of-install site (delivery path)? Yes ☐ No ☒
7. Are there any turns along the delivery path? Yes ☒ No ☐  
If yes, confirm unit(s) will fit around any corners.
8. Are there any stairs/steps along the delivery path? Yes ☐ No ☒
9. How many doorways are along the delivery path (upright models only)? 2

Provide the dimensions of each doorway (including obstructing hardware) (inches):

36" W x 6'-8" H      \_\_\_\_\_ W x \_\_\_\_\_ H      \_\_\_\_\_ W x \_\_\_\_\_ H  
36" W x 6'-8" H      \_\_\_\_\_ W x \_\_\_\_\_ H      \_\_\_\_\_ W x \_\_\_\_\_ H

10. Will use of an elevator be required to install the unit? Yes ☐ No ☒  
Freight Elevator? Yes ☐ No ☐ Dimensions: \_\_\_\_\_
11. What type of flooring will the unit be installed on? vinyl
12. Will the unit be installed on top of a platform? Yes ☐ No ☒
13. Will any existing equipment need to be moved out of the installation location? Yes ☐ No ☒
14. Ceiling height where equipment will be installed (upright models only)? 8'

### Installation

15. What type of electrical outlet do you have in the footprint? 15 A 20 A

**NOTE:** 15 Amp dedicated circuit required for all compact refrigerators and freezers, and single door upright refrigerators. 20 Amp dedicated circuit required for all single door upright freezers and double door upright refrigerators.


If available, please submit the following photos with return of this completed document (upright models only):

1. Photo of install footprint
2. Photo of doorway(s)
3. Photo of loading dock
4. Photo of elevator (if any)
5. Photo of stairs (if any)

Please return completed site survey to [customerservice@follettice.com](mailto:customerservice@follettice.com) along with your purchase order to prevent a delay in order processing.

Cart

☐ Shipping costs updated.

		Product	SKU	Price
<div><div><div>×</div><div>(https://www.labrepco.com/)</div></div></div>	<div><div></div><div>(https://www.labrepco.com/product/follett-performance-plus-series-4-5-cu-ft-stainless-steel-undercounter-medical-refrigerator/)</div></div>	<div>Follett Performance Plus Series 4.5 Cu. Ft. Stainless Steel Undercounter Medical Refrigerator</div> <div>(https://www.labrepco.com/product/follett-performance-plus-series-4-5-cu-ft-stainless-steel-undercounter-medical-refrigerator/)</div>	<div>REF5P-00-00</div>	<div>\$3,048.50</div>

Coupon code

APPLY COUPON


UPDA

Cart totals

Subtotal	\$3,048.50
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om/cart/?removeitem=9f29f17674210759d460e19

Shipping	Freight: \$870.23 <input type="radio"/> Freight Dock-to-Dock  <input type="radio"/> Dock Delivery with Liftgate - Add: \$125.00  <input type="radio"/> Inside White Glove Delivery - Add: \$325.00  Estimate for <b>folsom, CA 95630</b> .  Change address 
California Sales Tax	\$304.85
Total	<b>\$4,548.58</b>

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Please read description carefully.  
Do not base your order on the picture  
presented.

**Follett Undercounter Refrigerator, 4.5 cu. ft.,  
Stainless Steel**  
**Follett Ice Model: REF5P-00-0000**  
Medex SKU: FOL-REF5P-00-00

- Packing Info: **1/Each**
- Call Toll Free 888-433-2300 For A Shipping Quote On  
This Item.

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Retail Price: \$4,097.95  
**Your Price: \$3,789.95**  
You Save: \$308 (8%)

Quantity: [Add To Cart](#)[or Call Toll Free 888-433-2300](#)

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DESCRIPTION ▼

ADDITIONAL INFO ▼

#### Description of the Follett Ice Follett Undercounter Refrigerator, 4.5 cu. ft., Stainless Steel

This high-quality, medical-grade refrigerator delivers outstanding reliability, consistent temperatures and user-valued features. Whether you're storing critical lab supplies, valuable medications, or patient snacks, this refrigerator will safely maintain your products at the right temperature day after day, year after year.

#### Specifications:

Cu. Ft.: 4.5

Door(s): single, stainless steel



Temperature Range: +2°C to +10°C (+36°F to +50°F); factory preset +4°C (+40°F)

Exterior Dimensions: 34"H x 23.75"W x 25.62"D

Interior Dimensions: 21.54"H x 19.75"W x 18.32"D

Alarm: standard

Casters: optional

Shelves: 2 adjustable, drawers optional

Door Lock: standard

Electrical Requirements: 115V, 60Hz, 1PH; 4.1 amps; 5-15P NEMA Plug

Shipping Weight: 205 lbs

**Standard Features:**

**Superior temperature performance**

Custom-designed microprocessor temperature controller

Air-cooled refrigeration system with heavy duty 1/5 horsepower compressor

Environmentally friendly, non-CFC R134a refrigerant

Programmed automatic defrost every 8 hours

Cabinet-wide temperature remains within +/- 1 C (1.8 F), even with frequent door openings

**Convenience and security**

Fits below 36.00" (91.4 cm) standard countertops without casters

Refrigeration system settings accessed through door-mounted controls

Exterior LED digital temperature display available in user-programmable C or F with choice of product or air temperature

User-programmable audible and visual high/low alarms

Mechanical lock – mounted on side of door

Lockable controller so set points cannot be inadvertently changed

Dry (NO and NC) contacts for connection to remote alarm systems

Flexible internal storage configuration (drawers and shelves interchangeable)

Agion® antimicrobial and UV product protection added to molded plastic façade<sup>1</sup>

#### **Durability and serviceability**

Stainless steel construction on exterior and interior

Two epoxy-coated wire shelves standard

Back wall evaporator and front ventilation (no top, back or side clearance required)

Heavy-duty edge-mount self-closing hinges

Field-reversible door

Integral handle and magnetic gasket door closure

#### **Warranty**

2 year parts and labor on refrigeration system

5 year parts on compressor

#### **Optional Features:**

Glass door (Please contact us for more information)

Keypad and electronic lock for LED controls (Please contact us for more information)

Temperature alarm with dry contact for remote alarming (Item #: 00112185)

Temperature surveillance module which includes temperature display, high/low alarm, chart recorder and remote contacts (Item #: 00168674)

Stacking kit, factory installed (Item #: 01054006)

Touchscreen digital data logger accessory kit for continuous temperature monitoring at programmable intervals (Item #: 01057561)

Replacement probe for digital data logger with one-point NIST traceable calibration (Item #: 01057595)

Stainless pedestal base, factory installed, 17"H x 23 3/4"W x 24"D (Item #: 00931154)

Seismic wall mounting bracket kit(Item #: 01059104)

Glycerine, 16 oz (Item #: 00959296)

Replacement charts for surveillance module, box of 60, -50 to +50 (Item #: 00162099)

Replacement pens for surveillance module, box of 6 (Item #: 00162081)

Extra key (Item #: 01059112)

Universal ADC-compatible bracket for all medication dispensing system locks (Item #: 01059096)

1 drawer accessory kit, glide hardware and flush front panel (Item #: 01053644)

2 drawer accessory kit, glide hardware and flush front panel (Item #: 01067750)







Additional epoxy-coated shelf (Item #: 01059484)

Casters, set of 4 with spacers (Item #: 01053636)

With one of the largest catalogs of medical, surgical and diagnostic supplies available online, Medex Supply can accommodate your facility's needs for Laboratory Supplies.

Refrigerators and Freezers can be found in our extensive online collection of products from globally recognized and trusted brands, including Follett Ice. An excellent option to consider is the Follett Undercounter Refrigerator, 4.5 cu. ft., Stainless Steel.

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	Nasco Replacement Foreskins for Life/form Pre-Teen Circumcision Trainers, Brown, 10/pk		Rapid Response Urinalysis Reagent Test Strips, 10 Parameters, 100/bx		Ethicon Dermabond Advanced Topical Skin Adhesive 2-Octyl Cyanoacrylate, 0.7 ml



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