

# LOS RIOS COMMUNITY COLLEGE DISTRICT PURCHASE ORDER NO 0001103944 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
02/20/2019	1 - 02/26/2019	1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
1017357 HARMANJ HANEYB	04ADMN122 ADMIN	

**Supplier:** 0000004027  
OFFICE DEPOT INC  
4720 NORTHGATE BLVD  
LOS RIOS ACCT: #89574855  
SACRAMENTO CA 95834

**Phone:** (916) 569-5122  
**Fax:** (916) 927-3409

**email:** John.duncan@officedepot.com

**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	CHAIR #2535-B-23A-1200 TRADEMARK MGRS HI BACK CHAIR ADJ ARMS 23A GRADE B FABRIC* SEAT PAN 1200 DUAL DENSITY FOAM TRACTOR SEAT 22" W X 19 3/4" D 0013BASE 100MM CYLINDER TAGGING FOR KENT EVERS	1.00 EA	485.00	485.00	02/19/2019
	*FABRICS SEE ATTACHED TRADEMARK FABRIC PLACEMENT CARD SEAT BACK EDGE ONYX GRADE B SEATPAN BENDAY PEWTER GRADE B FREE ASSEMBLY AND DELIVERY				
2- 1	CHAIR #2535-B-23A-1100 TRADEMARK MGRS HI BACK CHAIR ADJ ARMS 23A GRADE B FABRIC* SEAT PAN 1100 DUAL DENSITY FOAM TRACTOR SEAT 19 1/2 W X 19 3/4" D 0013BASE 100MM CYLINDER TAGGING FOR SUSIE CALISE	1.00 EA	485.00	485.00	02/19/2019
	*FABRICS SEE ATTACHED TRADEMARK FABRIC PLACEMENT CARD SEAT BACK EDGE ONYX GRADE B SEATPAN BENDAY PEWTER GRADE B FREE ASSEMBLY AND DELIVERY				
3- 1	ITEM #26F DUAL DENSITY FOAM OPTION FOR LINES 1 AND 2	2.00 EA	21.00	0.00	CANCEL
4- 1	SEAT1900533BOM TECH 1900 SEAT PAN GRADE B FABRIC COMFORT MOLDED TRACTOR SEAT 21"W X 19"D SIZE SEAT  BENDAY PEWTER FABRIC GRADE B	1.00 EA	121.00	121.00	02/19/2019
5- 1	ARM0023BOM FORWARD ANGLED ARM VERTICAL AND HORIZONTALLY ADJUSTABLE ARM ONLY FOR EXISTING 1435 TECH CHAIR USING EXISTING PARTS	1.00 EA	65.00	65.00	02/19/2019

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

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 0001103944 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
02/20/2019	1 - 02/26/2019	2
Payment Terms	Freight Terms	Ship Via
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Reference:	Location / Dept	
1017357 HARMANJ HANEYB	04ADMN122 ADMIN	

Supplier: 0000004027  
OFFICE DEPOT INC  
4720 NORTHGATE BLVD  
LOS RIOS ACCT: #89574855  
SACRAMENTO CA 95834

Phone: (916) 569-5122  
Fax: (916) 927-3409

email: John.duncan@officedepot.com

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
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ACCOUNT #89574855

QUOTE DATED 2/11/2019 - CHAIRS  
FREE DELIVERY AND ASSEMBLY

QUOTE DATED 2/11/19 - CHAIR PARTS  
FREE DELIVERY AND ASSEMBLY

02-26-19 CHANGE ORDER PER J. HARMAN AS LISTED BELOW. PER REVISED CHAIR QUOTE DATED 02/25/19 AND  
REVISED CHAIR PARTS QUOTE DATED 02/11/19 - NEW PO TOTAL \$1,245.60 - BH

LINES 1 AND 2: CHANGE DESCRIPTION & UNIT PRICE, ADD LINE COMMENTS  
LINE# 3 - CANCEL ITEM #26F DUAL DENSITY FOAM OPTION FOR LINES 1 AND 2  
LINE# 4 - ADD LINE COMMENTS: BENDAY PEWTER FABRIC GRADE B

Sub Total Amount	1,156.00
Sales Tax Amount	89.60
Total PO Amount	1,245.60

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5600	11	FL.VA.BSOF	67200	00000	042I	200.42	2019
GENFD	6490	11	FL.VA.BSOF	67200	00000	042I	1,045.18	2019

0001017357CHAVEZA19-FEB-2019

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## Change Order Request

**PO# 0001103944**

**REQUEST DATE:2/25/19**

**COLLEGE/DEPT.:FLC BSO**

**VENDOR NAME:** OFFICE DEPOT

☒ CHANGE DESCR on LINE #1 TO: CHAIR #2535-B-23A-1200 TRADEMARK MGRS HI BACK CHAIR  
ADJ ARMS 23A GRADE B FABRIC\* SEAT PAN 1200 DUAL DENSITY FOAM TRACTOR SEAT 22'W X  
19 3/4"D 0013BASE 100MM CYLINDER TAGGING FOR KENT EVERS

☒ CHANGE DESCR on LINE #2 TO CHAIR #2535-B-23A-1100 TRADEMARK MGRS HI BACK CHAIR  
ADJ ARMS 23A GRADE B FABRIC\* SEAT PAN 1100 DUAL DENSITY FOAM TRACTOR SEAT 19  
3/4"W X 19 3/4"D 0013BASE 100MM CYLINDER TAGGING FOR SUSIE CALISE

☒ DELETE LINE 3 WITH DESCRIPTION: ITEM #26F DUAL DENSITY FOAM OPTION FOR LINES 1  
AND 2

☒ CHANGE UNIT PRICE ON LINES 1 AND 2 TO \$485.00 EA

☒ ADD COMMENT FOR LINES 1 AND 2:

*Fabrics see attached Trademark
Fabric Placement Card
Seat Back Edge Onyx Grade B
SeatPan Benday Pewter Grade B
free assembly and delivery

☒ CHANGE PRICE ON LINE 4 TO 121.00

☒ ADD COMMENT TO LINE 4 : BENDAY PEWTER FABRIC GRADE B

NEW PO TOTAL \$1,240.21

SUBTOTAL \$1,151

TAX \$89.20

# LOS RIOS COMMUNITY COLLEGE DISTRICT

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02/20/2019		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
1017357 HARMANJ HANEYB	04ADMN122 ADMIN	

**Supplier:** 0000004027  
OFFICE DEPOT INC  
4720 NORTHGATE BLVD  
LOS RIOS ACCT: #89574855  
SACRAMENTO CA 95834

**Phone:** (916) 569-5122  
**Fax:** (916) 927-3409

**email:** John.duncan@officedepot.com

**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	CHAIR #2535-B-23A OPTION TRADEMARK MGRS HI BACK CHAIR ADJ ARMS 23A GRADE B FABRIC SEAT PAN 1900 COMFORT MOLDED TRACTOR SEAT 21"W X 19" D 0013BASE 100MM CYLINDER	1.00 EA	464.00	464.00	02/19/2019
	FOR KENT EVERS BSO				
2- 1	CHAIR #2535-B-23A OPTION TRADEMARK MGRS HI BACK CHAIR ADJ ARMS 23A GRADE B FABRIC SEAT PAN SMALL SEAT PAN ITEM #241 18 1/2"W X 18"D D 0013BASE 100MM CYLINDER	1.00 EA	464.00	464.00	02/19/2019
	FOR SUSIE CALISE BSO				
3- 1	ITEM #26F DUAL DENSITY FOAM OPTION FOR LINES 1 AND 2	2.00 EA	21.00	42.00	02/19/2019
4- 1	SEAT1900533BOM TECH 1900 SEAT PAN GRADE B FABRIC COMFORT MOLDED TRACTOR SEAT 21"W X 19"D SIZE SEAT	1.00 EA	121.00	121.00	02/19/2019
5- 1	ARM0023BOM FORWARD ANGLED ARM VERTICAL AND HORIZONTALLY ADJUSTABLE ARM ONLY FOR EXISTING 1435 TECH CHAIR USING EXISTING PARTS	1.00 EA	65.00	65.00	02/19/2019

ACCOUNT #89574855

QUOTE DATED 2/11/2019 - CHAIRS  
FREE DELIVERY AND ASSEMBLY

QUOTE DATED 2/11/19 - CHAIR PARTS  
FREE DELIVERY AND ASSEMBLY

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Authorized Signature  
on Total PO  
Amount Page

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**Supplier:** 0000004027  
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4720 NORTHGATE BLVD  
LOS RIOS ACCT: #89574855  
SACRAMENTO CA 95834

**Phone:** (916) 569-5122  
**Fax:** (916) 927-3409

**email:** John.duncan@officedepot.com

<b>Date</b> 02/20/2019	<b>Revision</b>	<b>Page</b> 2
<b>Payment Terms</b> NET 30	<b>Freight Terms</b> Shipping Point	<b>Ship Via</b> Best Metho
<b>Reference:</b> 1017357 HARMANJ HANEYB	<b>Location / Dept</b> 04ADMN122 ADMIN	

**Ship To:** FOLSOM LAKE COLLEGE  
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**Tax Exempt?** N

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
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<b>Sub Total Amount</b>	1,156.00
<b>Sales Tax Amount</b>	89.60
<b>Total PO Amount</b>	1,245.60

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5600	11	FL.VA.BSOF	67200	00000	042I	200.42	2019
GENFD	6490	11	FL.VA.BSOF	67200	00000	042I	1,045.18	2019

0001017357CHAVEZA19-FEB-2019

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>

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## 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.



# QUOTATION

DATE: 2/25/2019

Account # 89574855

Attention: **Joany Harman** harmanj@flc.losrios.edu  
 Company: **Folsom Lack College Admin**  
 Address: **10 College Parkway**  
 City: **Folsom, CA 956306798**  
 Phone: **916.608.6622**  
 Fax: **916.608.6553**

**John Duncan**  
 Vertical Market Manager  
 4720 Northgate Blvd.  
 Sacramento CA 95834  
 916 **569-5167** + **866 438-4808** ext **167**  
 Fax: 916 **927-3409** + **866 438-4840**

**We are pleased to quote as follows: Trademark Task Chair**

john.duncan@officedepot.com

QTY	U/M	ITEM #	DESCRIPTION	LIST PRICE	NET PRICE	TOTAL NET
1	ea	2535-B-23A-1200	Trademark Mgrs. Hi Back Chair	964.00	485.00	485.00
			Adj Arms 23A, Grade B fabric.*			
			Seat pan 1200 Dual density foam			
			tractor seat. 22"W x 19 3/4"D			
		0013BASE-100mm	0013Base, 100mm cylinder			
			Tagging for Kent Evers			
			Option Trademark Med Back			
1	EA	2535-B-23A-1100	Trademark Mgrs. Hi Back Chair	964.00	485.00	485.00
			Adj Arms 23A, Grade B fabric.*			
			Seat pan 1100 Dual density foam			
			tractor seat. 19 3/4"W x 19 3/4"D			
		0013BASE100mm	0013Base, 100mm cylinder			
			Tagging for Susie Calise			
			*Fabrics see attached Trademark			
			Fabric Placement Card			
			Seat Back Edge Onyx Grade B			
			SeatPan Benday Pewter Grade B			
1	ea	delivery	free assembly and delivery			

NET 30 DAYS F.O.B. DESTINATION \$970.00

Delivery: Free delivery and Assembly Including Tax \$1,045.18

Comments: **Special Order items are Non-Returnable**

BY: John Duncan

*This quotation is valid for 30 days*



## QUOTATION

DATE: 12/19/2018

Account # 89574855

Attention: Joany Harman harmanj@flc.losrios.edu  
Company: Folsom Lack College Admin  
Address: 10 College Parkway  
City: Folsom, CA 956306798  
Phone: 916.608.6622  
Fax: 916.608.6553

**John Duncan**  
Veritical Market Manager  
4720 Northgate Blvd.  
Sacramento CA 95834  
916 569-5167 + 866 438-4808 ext 167  
Fax: 916 927-3409 + 866 438-4840

*We are pleased to quote as follows: Tech Parts for Chair*

john.duncan@officedepot.com

QTY	U/M	ITEM #	DESCRIPTION	LIST PRICE	NET PRICE	TOTAL NET
1	EA	SEAT1900533BOM	Tech 1900 seat pan grde B fabric	228.00	116.00	116.00
			Comfort molded Tractor seat			
			21"W x 19"D size seat			
1	PR	ARM0023BOM	Forward Angled Arm, vertical and	127.00	65.00	65.00
			horizontally adjustable arm only			
			for Kent's existing 1435 Tech			
			Chair using existing parts as you			
			need to complete the makeover.			
			Benday Pewter Fabric Grade B			
1	ea	delivery	free assembly and delivery			

NET 30 DAYS F.O.B. DESTINATION \$181.00

Delivery: Free delivery and Assembly Including Tax \$195.03

Comments: **Special Order items are Non-Returnable**

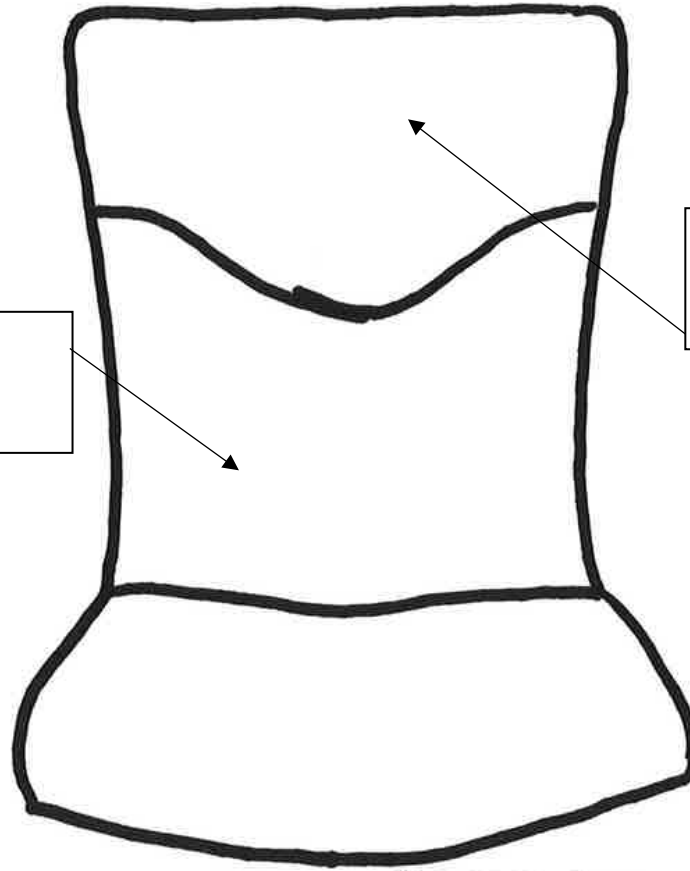
BY: John Duncan

*This quotation is valid for 30 days*



# TRADEMARK-MHB FABRIC PLACEMENT

Model# 2515, 25114, 2535 or 25314



UPPER BACK:

Edge Onyx

LOWER IN-BACK:

Benday Pewter

BACK BOXING:

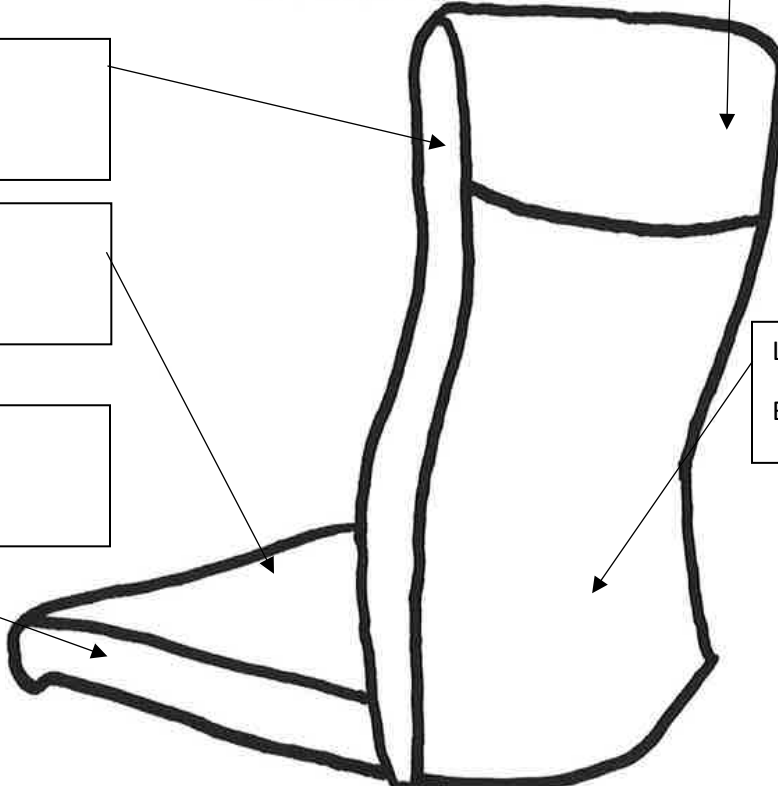
Benday Pewter

TOP SEAT:

Benday Pewter

SEAT BOXING:

Benday Pewter



LOWER OUT-BACK:

Benday Pewter

# Requisition

**Supplier:** OFFICE DEPOT INC 0000004027  
 4720 NORTHGATE BLVD  
 LOS RIOS ACCT: #89574855  
 SACRAMENTO CA 95834  
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**Phone:** (916) 569-5122 **Fax:** (916) 927-3409  
**email:** John.duncan@officedepot.com

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

<b>Business Unit:</b> GENFD OPEN	
Req ID: 0001017357	Date: 02/14/2019
Page 1	
Requisition Name: 2019 OFFICE DEPOT BSO CHAIRS	
Requester: Joany Harman	Bldg#: ADMIN
Requester Signature	
Buyer: Brenda Haney	
Approved:	
Entered By: HARMANJ 14-FEB-2019	

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	CHAIR #2535-B-23A OPTION TRADEMARK MGRS HI BACK CHAIR ADJ ARMS 23A GRADE B FABRIC SEAT PAN 1900 COMFORT MOLDED TRACTOR SEAT 21"W X 19' D 0013BASE 100MM CYLINDER	1	EA	464.00	464.00	

ASSET DEPT: ADMIN LOCATION: 04ADMN122 CATEGORY: FURN 1 PROFILE: FURN

FOR KENT EVERS BSO

2-1	CHAIR #2535-B-23A OPTION TRADEMARK MGRS HI BACK CHAIR ADJ ARMS 23A GRADE B FABRIC SEAT PAN SMALL SEAT PAN ITEM #241 18 1/2"W X 18"D D 0013BASE 100MM CYLINDER	1	EA	464.00	464.00	
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ASSET DEPT: ADMIN LOCATION: 04ADMN122 CATEGORY: FURN 1 PROFILE: FURN

FOR SUSIE CALISE BSO

3-1	ITEM #26F DUAL DENSITY FOAM OPTION FOR LINES 1 AND 2	2	EA	21.00	42.00	
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ASSET DEPT: ADMIN LOCATION: 04ADMN122 CATEGORY: FURN 2 PROFILE: FURN

4-1	SEAT1900533BOM TECH 1900 SEAT PAN GRADE B FABRIC COMFORT MOLDED TRACTOR SEAT 21"W X 19"D SIZE SEAT	1	EA	121.00	121.00	
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5-1	ARM0023BOM FORWARD ANGLED ARM VERTICAL AND HORIZONTALLY ADJUSTABLE ARM ONLY FOR EXISTING 1435 TECH CHAIR USING EXISTING PARTS	1	EA	65.00	65.00	
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1,156.00 Sub-total  
 89.60 Est. tax

Total Requisition Amount: 1,245.60

ACCOUNT #89574855  
 OFFICE DEPOT QUOTE DATED 2/11/2019  
 FREE DELIVERY AND ASSEMBLY

Approval Signature	Approval Signature	Approval Signature
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# Requisition

**Supplier:** OFFICE DEPOT INC 0000004027  
 4720 NORTHGATE BLVD  
 LOS RIOS ACCT: #89574855  
 SACRAMENTO CA 95834  
 United States  
**Phone:** (916) 569-5122 **Fax:** (916) 927-3409  
**email:** John.duncan@officedepot.com

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

<b>Business Unit:</b>		<b>GENFD</b>	<b>OPEN</b>
Req ID:	Date	Page	
0001017357	02/14/2019	2	
Requisition Name:			
2019 OFFICE DEPOT BSO CHAIRS			
Requester		Bldg#	
Joany Harman		ADMIN	
Requester Signature			
Buyer: Brenda Haney			
Approved:			
Entered By: HARMANJ 14-FEB-2019			

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
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QUOTE FOR CHAIR PARTS 2/11/19  
 FREE DELIVERY AND ASSEMBLY

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount
GENFD	5600	11	FL.VA.BSOF	67200	00000	042I	186.00
GENFD	6490	11	FL.VA.BSOF	67200	00000	042I	970.00

Approval Signature	Approval Signature	Approval Signature
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## QUOTATION

DATE: 2/11/2019

Account # 89574855

Attention: **Joany Harman** harmanj@flc.losrios.edu  
Company: **Folsom Lack College Admin**  
Address: **10 College Parkway**  
City: **Folsom, CA 956306798**  
Phone: **916.608.6622**  
Fax: **916.608.6553**

**John Duncan**  
Veritical Market Manager  
4720 Northgate Blvd.  
Sacramento CA 95834  
916 **569-5167** + **866 438-4808** ext **167**  
Fax: 916 **927-3409** + **866 438-4840**

**We are pleased to quote as follows: Trademark Task Chair**

john.duncan@officedepot.com

QTY	U/M	ITEM #	DESCRIPTION	LIST PRICE	NET PRICE	TOTAL NET
2	ea	2535-B-23A	Trademark Mgrs. Hi Back Chair	914.00	464.00	928.00
			Adj Arms 23A, Grade B fabric.			
			Seat pan 1900 comfort molded			
			tractor seat. 21"W x 19"D			
		0013BASE-100mm	0013Base, 100mm cylinder			
			for Kent and Suzy			
			Option Trademark Med Back			
	EA	2515-B-23A	Trademark Medium Back Chair	890.00	451.00	
			Adj Arms 23A, Grade B fabric.			
			Seat pan 1900 comfort molded			
			tractor seat. 21"W x 19"D			
		0013BASE-100mm	0013Base, 100mm cylinder			
			Add on options if needed			
1	EA	241	Small seat pan no charge	N/C	N/C	
			Dimensions 18 1/2"W x 18"D			
2	EA	26F	Dual density Foam Option	40.00	21.00	42.00
1	ea	delivery	free assembly and delivery			

NET 30 DAYS F.O.B. DESTINATION

\$970.00

Delivery: Free delivery and Assembly

Including Tax

\$1,045.18

Comments: **Special Order items are Non-Returnable**

BY: John Duncan

*This quotation is valid for 30 days*



## QUOTATION

DATE: 2/11/2019

Account # 89574855

Attention: **Joany Harman** harmanj@flc.losrios.edu  
Company: **Folsom Lack College Admin**  
Address: **10 College Parkway**  
City: **Folsom, CA 956306798**  
Phone: **916.608.6622**  
Fax: **916.608.6553**

**John Duncan**  
Vertical Market Manager  
4720 Northgate Blvd.  
Sacramento CA 95834  
916 **569-5167 + 866 438-4808** ext **167**  
Fax: 916 **927-3409 + 866 438-4840**

**We are pleased to quote as follows: Tech Parts for Chair**

john.duncan@officedepot.com

QTY	U/M	ITEM #	DESCRIPTION	LIST PRICE	NET PRICE	TOTAL NET
1	EA	SEAT1900533BOM	Tech 1900 seat pan grde B fabric	237.00	121.00	121.00
			Comfort molded Tractor seat			
			21"W x 19"D size seat			
1	PR	ARM0023BOM	Forward Angled Arm, vertical and	127.00	65.00	65.00
			horizontally adjustable arm only			
			for Kent's existing 1435 Tech			
			Chair using existing parts as you			
			need to complete the makeover.			
1	ea	delivery	free assembly and delivery			

NET 30 DAYS F.O.B. DESTINATION \$186.00

Delivery: Free delivery and Assembly Including Tax \$200.42

Comments: **Special Order items are Non-Returnable**

BY: John Duncan

*This quotation is valid for 30 days*

**Office DEPOT  
OfficeMax****QUOTATION**DATE: 12/19/2018

Account # 89574855

Attention: Joany Harman harmanj@flic.losrios.edu  
Company: Folsom Lack College Admin  
Address: 10 College Parkway  
City: Folsom, CA 956306798  
Phone: 916.608.6622  
Fax: 916.608.6553

**John Duncan**  
Veritcal Market Manager  
4720 Northgate Blvd.  
Sacramento CA 95834

916 569-5167 + 866 438-4808 ext 167

Fax: 916 927-3409 + 866 438-4840

**We are pleased to quote as follows: Tech Parts for Chair**

john.duncan@officedepot.com

QTY	U/M	ITEM #	DESCRIPTION	LIST PRICE	NET PRICE	TOTAL NET
1	EA	SEAT1900533BOM	Tech 1900 seat pan grde B fabric	228.00	116.00	116.00
			Comfort molded Tractor seat			
			21"W x 19"D size seat			
1	PR	ARM0023BOM	Forward Angled Arm, vertical and	127.00	65.00	65.00
			horizontally adjustable arm only			
			for Kent's existing 1435 Tech			
			Chair using existing parts as you			
			need to complete the makeover.			
			Benday Pewter Fabric Grade B			
1	ea	delivery	free assembly and delivery			

NET 30 DAYS F.O.B. DESTINATION

\$181.00

Delivery: Free delivery and Assembly

Including Tax

\$195.03

Comments: **Special Order items are Non-Returnable**BY: John Duncan*This quotation is valid for 30 days*



## QUOTATION

DATE: 2/25/2019

Account # 89574855

Attention: Joany Harman harmanj@flic.losrios.edu  
Company: Folsom Lack College Admin  
Address: 10 College Parkway  
City: Folsom, CA 956306798  
Phone: 916.608.6622  
Fax: 916.608.6553

**John Duncan**  
Vertical Market Manager  
4720 Northgate Blvd.  
Sacramento CA 95834  
916 569-5167 + 866 438-4808 ext 167  
Fax: 916 927-3409 + 866 438-4840

*We are pleased to quote as follows: Trademark Task Chair*

john.duncan@officedepot.com

QTY	U/M	ITEM #	DESCRIPTION	LIST PRICE	NET PRICE	TOTAL NET
1	ea	2535-B-23A-1200	Trademark Mgrs. Hi Back Chair	964.00	485.00	485.00
			Adj Arms 23A, Grade B fabric.*			
			Seat pan 1200 Dual density foam			
			tractor seat. 22"W x 193/4"D			
		0013BASE-100mm	0013Base, 100mm cylinder			
			Tagging for Kent Evers			
			Option Trademark Med Back			
1	EA	2535-B-23A-1100	Trademark Mgrs. Hi Back Chair	964.00	485.00	485.00
			Adj Arms 23A, Grade B fabric.*			
			Seat pan 1100 Dual density foam			
			tractor seat. 19 3/4"W x 19 3/4"D			
		0013BASE100mm	0013Base, 100mm cylinder			
			Tagging for Susie Calise			
			*Fabrics see attached Trademark			
			Fabric Placement Card			
			Seat Back Edge Onyx Grade B			
			SeatPan Benday Pewter Grade B			
1	ea	delivery	free assembly and delivery			

NET 30 DAYS F.O.B. DESTINATION

\$970.00

Delivery: Free delivery and Assembly

Including Tax

\$1,045.18

Comments: **Special Order items are Non-Returnable**BY: John Duncan

*This quotation is valid for 30 days*

# TRADEMARK-MHB FABRIC PLACEMENT

Model# 2515, 25114, 2535 or 25314

