

Los Rios Community College District

PURCHASE ORDER NO 0001111386

Purchasing: (916)568-3071 * FAX (916) 568-3145
LRCCDpurchase@losrios.edu

Accounting Ops: (916)568-3065 * FAX (916) 286-3636
Acctg-ops@losrios.edu

PLEASE SEE TERMS AND CONDITIONS APPENDED TO THIS PO

Date 04/13/2020	Revision	Page 1
Payment Terms NET 30	Freight Terms Shipping Point	Ship Via Best Method
Reference: 1025235 MESAC HANEYB		Location / Dept 04CYPH144

Supplier: 0000010481
FOLSOM LAKE COLLEGE
BOOKSTORE
10 COLLEGE PKWY
FOLSOM CA 95630

Phone: (916) 608-6565
Fax: (916) 608-6576

email: Robert.Mulligan@flc.losrios.edu

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

Bill To: LRCCD
Invoice to: acctg-ops@losrios.edu
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	1 OPERATIONS OF WASTEWATER TREATMENT 978 0135878989	1.00 EA	120.00	120.00	04/19/2020
2- 1	1 WATER TREATMENT PLANT OPERATIONS 9781323786659	1.00 EA	120.00	120.00	04/19/2020

QUOTE by Rob Mulligan VALID TO 04-22-2020

Sub Total Amount	240.00
Sales Tax Amount	18.60
Total PO Amount	258.60

<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	4300	12	FL.VI.VTEA	09580	00000	314A	258.60	2020

0001025235CHAVEZA09-APR-2020

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 good and delivery documents to the Receiving Department at the site. Failure to so do will delay payment processing. Vendor is responsible for obtaining verification of delivery by authorized Receiving Room personnel. Receipt of good 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.

Requisition

Supplier: FOLSOM LAKE COLLEGE 0000010481
 BOOKSTORE
 10 COLLEGE PKWY
 FOLSOM CA 95630
 United States

Phone: (916) 608-6565 **Fax:** (916) 608-6576
email: Robert.Mulligan@flc.losrios.edu

Business Unit: GENFD OPEN	
Req ID: 0001025235	Date: 03/06/2020
Page 1	
Requisition Name: FLC Bookstore-READ project	
Requester Colleen Mesa	
Requester Signature	
Buyer: Brenda Haney	
Approved:	
Entered By: MESAC 06-MAR-2020	

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

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	1 OPERATIONS OF WASTEWATER TREATMENT 978 0135878989	1	EA	120.00	120.00	
2-1	1 WATER TREATMENT PLANT OPERATIONS 9781323786659	1	EA	120.00	120.00	

240.00 Sub-total
18.60 Est. tax

Total Requisition Amount: 258.60

Quote #DTD 04/8/2020 by Rob Mulligan

<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	4300	12	FL.VI.VTEA	09580	00000	314A	240.00

Purchases Charged to Catagorical Programs, Grants or Special Project.

Program Name: VTEA for ENVT (waterwastewater mgt)
 Project Grant: Perkins 314A
 Program Director: Vicky Maryatt
 Program Goal: Perkins use # 1,2.3,4. 7 & 8 as well as permissible use of Perkins funds

Approval Signature	Approval Signature	Approval Signature
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QUOTE

FLC COLLEGE STORE

10 College Pkwy, Folsom, CA 95630

CUSTOMER:
Colleen Mesa

DATE
4/8/2020

Quote Expiration Date

4/22/2020

Department:
Career Education

Phone:
6927

PREPARED BY:
Rob Mulligan

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	Operations of wastewater treatment 9780135878989	\$120.00	\$120.00
1	Water treatment plant operations 9781323786659	\$120.00	\$120.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
		SUBTOTAL	\$240.00
	THIS PROPOSAL INCLUDES THE CONDITIONS NOTED:	TAX RATE	7.75%
		SALES TAX	\$18.60
		SHIPPING	
		TOTAL	\$258.60

From: [Harman, Joany](#)
To: [FLC-Purchase](#)
Cc: [Machani, Rachana](#)
Subject: FW: Cancellation PO 0001111386 FLC Bookstore
Date: Thursday, May 28, 2020 5:30:09 PM
Attachments: [image001.png](#)
[FLC BOOKSTORE_0001111386.pdf](#)

Please cancel PO 0001111386 to FLC Bookstore. They are unable to fulfill order at this time.

Thanks,
Joany

From: Harman, Joany
Sent: Thursday, May 28, 2020 5:29 PM
To: Mesa, Colleen <MesaC@flc.losrios.edu>; Maryatt, Victoria <Victoria.Maryatt@flc.losrios.edu>
Cc: Mulligan, Rob <mulligr@flc.losrios.edu>; Guzzi, Kathleen <GuzziK@flc.losrios.edu>
Subject: Cancellation PO 0001111386 FLC Bookstore

The FLC Bookstore will be unable to fulfill this order, so the PO is being cancelled. You will need to try again on 7/1/20 if items are still needed. I apologize for any inconvenience.

From: Harman, Joany
Sent: Friday, May 22, 2020 4:31 PM
To: Guzzi, Kathleen <GuzziK@flc.losrios.edu>; Mulligan, Rob <mulligr@flc.losrios.edu>
Subject: RE: PO 0001111386 FLC Bookstore

I believe the items are still needed. Please respond so I know whether or not to cancel PO. Thank you.

From: Guzzi, Kathleen <GuzziK@flc.losrios.edu>
Sent: Tuesday, May 19, 2020 5:07 PM
To: Harman, Joany <harmanj@flc.losrios.edu>; Mulligan, Rob <mulligr@flc.losrios.edu>
Subject: Re: PO 0001111386 FLC Bookstore

Hi Joany,

I did verify with Rob that we were unable to complete this order before we had left.

Rob -- Should the district go and cancel the PO at this time?

Kathy

Kathy Guzzi | College Store Assistant Manager
Folsom Lake College | 10 College Parkway | Folsom, CA 95630
p. 916.608.6772 | f. 916.608.6576 | guzzik@flc.losrios.edu | www.flc.losrios.edu

From: Harman, Joany <harmanj@flc.losrios.edu>
Sent: Tuesday, May 19, 2020 2:03 PM
To: Guzzi, Kathleen <GuzziK@flc.losrios.edu>; Mulligan, Rob <mulligr@flc.losrios.edu>
Subject: RE: PO 0001111386 FLC Bookstore

Hi Kathy,

Were you ever able to determine anything on this PO? It is open on the district books. If the order never got placed, can it be or should we be canceling the PO?

Thank you,



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

From: Guzzi, Kathleen <GuzziK@flc.losrios.edu>
Sent: Monday, May 11, 2020 10:19 AM
To: Harman, Joany <harmanj@flc.losrios.edu>; Mulligan, Rob <mulligr@flc.losrios.edu>
Subject: Re: PO 0001111386 FLC Bookstore

Hi Joany,

I believe this one did not get finished before we had to leave. I will email the department and make they did not receive the books.

Kathy

Kathy Guzzi | College Store Assistant Manager
Folsom Lake College | 10 College Parkway | Folsom, CA 95630
p. 916.608.6772 | f. 916.608.6576 | guzzik@flc.losrios.edu | www.flc.losrios.edu

From: Harman, Joany <harmanj@flc.losrios.edu>
Sent: Saturday, May 9, 2020 10:05 AM
To: Mulligan, Rob <mulligr@flc.losrios.edu>; Guzzi, Kathleen <GuzziK@flc.losrios.edu>
Subject: PO 0001111386 FLC Bookstore

I am following up on outstanding purchase orders and noticed that no online receiver has been done for PO 0001111386. The bookstore is usually so quick to get things ordered and received. Perhaps the PO took longer to get to the bookstore than normal. Please advise.

Thank you,

A handwritten signature in cursive script that reads "Joany Harman".

Joany Harman | Business Services Supervisor

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

p. 916.608-6622 | **f.** 916.608.6553 | harmanj@flc.losrios.edu | www.flc.losrios.edu