

Los Rios Community College District

PURCHASE ORDER NO 0001111442

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

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

Date	Revision	Page
05/21/2020		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Method
Reference:	Location / Dept	
1025584 MESAC HANEYB	04CYPH144	

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	ITEM# 153093 EPSON WORKFORCE COLOR DUPLEX DOCUMENT SCANNER, ES-400	2.00 EA	249.99	499.98	04/28/2020
2- 1	ITEM# 7657495 SUPERSONIC SC-251 0 BYTE CD PLAYER-SILVER- CD-DA QUANTITY 100 EA	100.00 EA	19.99	1,999.00	04/28/2020
3- 1	ITEM# 417128 VERBATIM 52X CD-R DISCS WITH BLANK WHITE SURFACE, 700MB/80 MINUTES, PACK OF 100	10.00 PKG	31.99	319.90	04/28/2020
4- 1	ITEM# 314928 VERBATIM DVD-R RECORDABLE MEDIA SPINDLE, 4.87GB/120 MINUTES, PACK OF 100 DISCS	5.00 PKG	44.99	224.95	04/28/2020
5- 1	ITEM# 460958 VERBATIM EXTERNAL SLIMLINE CD AND DVD WRITER	6.00 EA	29.99	179.94	04/28/2020
6- 1	ITEM #825488 OFFICE DEPOT BRAND WOOD PENCILS, UNSHARPENED #2 HB MEDIUM LEAD, YELLOW, 12 PENCILS PER PACK SET OF 6 PACKS QUANTITY 15	15.00 SET	6.29	94.35	04/28/2020
7- 1	ITEM# 589510 OFFICE DEPOT BRAND NOTEBOOK FILLER PAPER, COLLEGE-RULED, 8"X10 1/2", 3 HOLE PUNCHED WHITE PACK OF 150 SHEETS	100.00 PKG	1.19	119.00	04/28/2020
8- 1	ITEM# 1385290 DURACELL COPERTOP ALKALINE AA BATTERIES, BOX OF 36 BATTERIES	10.00 PKG	20.26	202.60	04/28/2020
9- 1	ITEM# 238895 JAM PAPER HEAVY DUTY 2 POCKET PLASTIC PRESENTATION FOLDERS, 9"X12", BLUE , PACK OF 6	100.00 PKG	12.19	1,219.00	04/28/2020

Paid Ch# 94-803437
6/11/20 Amt \$ 5228.15

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.

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LOS RIOS ACCT# 89574855
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Date	Revision	Page
05/21/2020		2
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Method
Reference:	Location / Dept	
1025584 MESAC HANEYB	04CYPH144	

Ship To: FOLSOM LAKE COLLEGE
RECEIVING
10 COLLEGE PARKWAY
FOLSOM CA 95630-6798
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Bill To: LRCCD
Invoice to: acctg-ops@losrios.edu
1919 Spanos Court
Sacramento CA 95825-3981
United States

Tax Exempt? N

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PLEASE BE ADVISED THAT FOLSOM LAKE COLLEGE RECEIVING HOURS ARE CURRENTLY TUESDAY AND THURSDAY 10:00AM - 1:00PM UNTIL FURTHER NOTICE.

OFFICE DEPOT QUOTE DATED: 5-08-20 FROM JOHN DUNCAN

FCCC CONTRACT# CB-15-016

Sub Total Amount	4,858.72
Sales Tax Amount	376.54
Total PO Amount	5,235.26

<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	21040	00000	314A	5,235.26	2020

0001025584CHAVEZA20-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

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MATERIAL SAFETY DATA SHEETS (MSDS) must be provided with the delivery of product as required by law.

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

Business Unit: GENFD OPEN	
Req ID: 0001025584	Date: 04/15/2020
Page 1	
Requisition Name: Office Depot-Perkins SWHS	
Requester: Colleen Mesa	
Requester Signature	
Buyer: Brenda Haney	
Approved:	
Entered By: MESAC 15-APR-2020	

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	EPSON WORKFORCE COLOR DUPLEX DOCUMENT SCANNER, ES-400 ITEM# 153093 QUANTITY -2	2	EA	249.99	499.98	04/28/2020
2-1	SUPERSONIC SC-251 0 BYTE CD PLAYER-SILVER- CD-DA ITEM #7657495 QUANTITY 100 EA	100	EA	19.99	1,999.00	04/28/2020
3-1	VERBATIM 52X CD-R DISCS WITH BLANK WHITE SURFACE, 700MB/80 MINUTES, PACK OF 100 QUANTITY 10 EA ITEM # 417128	10	PKG	32.99	329.90	04/28/2020
4-1	VERBATIM DVD-R RECORDABLE MEDIA SPINDLE, 4.87GB/120 MINUTES, PACK OF 100 DISCS ITEM # 314928 QUANTITY 5 PACKS	5	PKG	44.99	224.95	04/28/2020
5-1	VERBATIM EXTERNAL SLIMLINE CD AND DVD WRITER ITEM # 460958 QUANTITY 6 EACH	6	EA	29.99	179.94	04/28/2020
6-1	OFFICE DEPOT BRAND WOOD PENCILS, UNSHARPENED #2 HB MEDIUM LEAD, YELLOW, 12 PENCILS PER PACK SET OF 6 PACKS ITEM #825488 QUANTITY 15	15	SET	8.99	134.85	04/28/2020
7-1	OFFICE DEPOT BRAND NOTEBOOK FILLER PAPER, COLLEGE-RULED, 8"X10 1/2", 3 HOLE PUNCHED WHITE PACK OF 150 SHEETS ITEM # 589510 QUANTITY 100 PACKS	100	PKG	1.74	174.00	04/28/2020
8-1	DURACELL COPERTOP ALKALINE AA BATTERIES, BOX OF 36 BATTERIES ITEM #1385290 QUANTITY 10 PACKS	10	PKG	32.99	329.90	04/28/2020
9-1	JAM PAPER HEAVY DUTY 2 POCKET PLASTIC PRESENTATION FOLDERS, 9"X12", BLUE , PACK OF 6 ITEM # 238895 100 PACKS	100	PKG	12.19	1,219.00	04/28/2020
10-1	ADJUSTMENTS	1	EA	-1,819.09	-1,819.09	04/28/2020

3,272.43 Sub-total
 253.62 Est. tax

Total Requisition Amount: 3,526.05

Quote # DTD 4/15/2020 by Colleen Mesa Office Max shopping cart

Perkins checklist

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

Business Unit:		GENFD	OPEN
Req ID:	Date	Page	
0001025584	04/15/2020	2	
Requisition Name:			
Office Depot-Perkins SWHS			
Requester			
Colleen Mesa			
Requester Signature			
Buyer: Brenda Haney			
Approved:			
Entered By: MESAC 15-APR-2020			

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	4300	12	FL.VI.VTEA	21040	00000	314A	3,272.43

Purchases Charged to Catagorical Programs, Grants or Special Project.

Program Name: Perkins - SWHS
 Project Grant: 314A
 Program Director: Vicky Maryatt
 Program Goal: 1, 4-9 Permissable provide programs for special populations

Approval Signature

Approval Signature

Approval Signature

Shopping Cart

Delivery based on **94203**

Your pickup store: 6450 FOLSOM BOULEVARD FOLSOM BLVD & 65TH ST SACRAMENTO, CA 95819 [Change](#)



Changes to your cart may have affected item availability and price. Please review your cart for any updates.



Epson® WorkForce Color Duplex
Document Scanner, ES-400
Item # 153093



Delivery

Estimated delivery 1-3 business days

2

\$249.99 / each
\$499.98



Store and Curbside Pickup

Not Available at your selected store
Change Store

Out of Stock [Change Store](#)



Add a Protection Plan
[Details](#)



2-Year Protection Plan | \$49.99



91 item(s) will ship now. 9 item(s) will ship when available



Supersonic SC-251 0 Byte CD Player -
Silver - CD-DA
Item # 7657495

Delivery

Estimated delivery 3-7 business days

100

\$19.99 / each
\$1,999.00










Verbatim® 52X CD-R Discs With Blank
White Surface, 700MB/80 Minutes,
Pack Of 100
Item # 417128

Delivery

Estimated delivery 3-7 business days

10

\$32.99 / pack
\$329.90

	<p>Verbatim® External Slimline CD And DVD Writer Item # 460958</p>	<p><input checked="" type="radio"/> Delivery Estimated delivery 3-5 business days</p> <p><input type="radio"/> Store and Curbside Pickup 3 out of 6 available at your selected store Change Store</p>	<div>6</div>	<p>✕</p> <p>\$29.99 / each \$179.94</p>
	<p>Add a Protection Plan Details</p>	<p><input type="checkbox"/> 2-Year Accidental Damage Protection Plan \$6.99</p> <p><input type="checkbox"/> 2-Year Protection Plan \$3.99</p>		
	<p>Office Depot® Brand Wood Pencils, Unsharpened, #2 HB Medium Lead, Yellow, 12 Pencils Per Pack, Set Of 6 Packs Item # 825488</p>	<p><input checked="" type="radio"/> Delivery Estimated delivery 1-3 business days</p> <p><input type="radio"/> Store and Curbside Pickup Ready for pickup today Sacramento, Store #2292 25 in Stock Change Store</p>	<div>15</div>	<p>✕</p> <p>\$8.99 / pack \$134.85</p>
	<p>Office Depot® Brand Notebook Filler Paper, College-Ruled, 8" x 10 1/2", 3-Hole Punched, White, Pack Of 150 Sheets Item # 589510</p>	<p><input checked="" type="radio"/> Delivery Estimated delivery 1-3 business days</p> <p><input type="radio"/> Store and Curbside Pickup 38 out of 100 available at your selected store Change Store</p>	<div>100</div>	<p>✕</p> <p>\$1.74 / each \$174.00</p>
	<p>Duracell® Coppertop Alkaline AA Batteries, Box Of 36 Batteries Item # 1385290</p>	<p>Delivery Estimated delivery 3-5 business days</p>	<div>10</div>	<p>✕</p> <p>\$32.99 / pack \$329.90</p>
	<p>JAM Paper® Heavy-Duty 2-Pocket Plastic Presentation Folders, 9" x 12", Blue, Pack Of 6 Item # 238895</p>	<p>Delivery Estimated delivery 3-7 business days</p>	<div>100</div>	<p>✕</p> <p>\$12.19 / pack \$1,219.00</p>
	<p>Verbatim® DVD-R Recordable Media Spindle, 4.7GB/120 Minutes, Pack Of 100 Item # 314928</p>	<p>Delivery Estimated delivery 3-5 business days</p>	<div>5</div>	<p>✕</p> <p>\$44.99 / pack \$224.95</p>

Order Summary

Subtotal (348 Items):	\$5,091.52
Delivery:	FREE
Adjustments:	-\$1,819.09
Estimated Tax:	\$445.50

Estimated Total	\$3,717.93
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You qualify for **FREE Delivery**

You are saving **\$295.00** on this order