

LOS RIOS COMMUNITY COLLEGE DISTRICT

PURCHASE ORDER NO 0001108723

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
10/07/2019		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	See Details
Reference:	Location / Dept	
1022684 THIESSEN L HANEYB	04OPER	

Supplier: 0000035261
SHRED-IT USA LLC
1878 INDUSTRIAL DR STE A
STOCKTON CA 95206

Phone: (209) 465-0177
Fax: (209) 465-0183

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	SHREDDING SERVICE- SMALL BOX (EQUAL, GREATER THAN 1.7 CU.FT. / EQUAL, GREATER THAN 48L), ADDITIONAL CONTAINER QUANTITY (AT THE ADDITIONAL CONTAINER RATE).	90.00 EA	5.00	450.00	10/03/2019
2- 1	MINIMUM SERVICE CHARGE (CONTAINER QUANTITY - 10 SMALL BOXES INCLUDED)	1.00 EA	165.00	165.00	10/03/2019

PURGE SERVICE AGREEMENT 09-30-2019 VALID TO 10-30-2019

EMAIL PO TO DRENA RICO AT STERICYCLE/SHRED-IT : drena.rico@stericycle.com

Paid Ch# 94-790320
01/23/20 Amt 688.8

Sub Total Amount	615.00
Sales Tax Amount	0.00
Total PO Amount	615.00

<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	5600	11	FL.VA.CUST	65300	00000	101E	615.00	2020

0001022684CHAVEZA03-OCT-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>

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.

Requisition

Supplier: SHRED-IT USA LLC
1878 INDUSTRIAL DR STE A
STOCKTON CA 95206
United States

0000035261

Phone: (209) 465-0177 **Fax:** (209) 465-0183
email:

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

Business Unit:		GENFD	OPEN
Req ID:	Date	Page	
0001022684	10/03/2019	1	
Requisition Name:			
SHRED-IT			
Requester			
Levi Thiessen			
Requester Signature			
Buyer: Brenda Haney			
Approved:			
Entered By: CHADWICS 03-OCT-2019			

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	SHREDDING SERVICE- SMALL BOX (EQUAL, GREATER THAN 1.7 CU.FT. / EQUAL, GREATER THAN 48L), ADDITIONAL CONTAINER QUANTITY (AT THE ADDITIONAL CONTAINER RATE).	90	EA	5.00	450.00	10/03/2019
2-1	MINIMUM SERVICE CHARGE (CONTAINER QUANTITY - 10 SMALL BOXES INCLUDED)	1	EA	165.00	165.00	10/03/2019

615.00 Sub-total
0.00 Est. tax

Total Requisition Amount: 615.00

OFFER EXPIRES 10/30/2019

<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	5600	11	FL.VA.CUST	65300	00000	101E	615.00

Approval Signature	Approval Signature	Approval Signature
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Purge Service Agreement
Effective Date 09/30/2019

Service Address:

Customer/Company Name: FOLSOM LAKE COLLEGE
Street Address: 10 College Pkwy
City / State: Folsom CA
Zip: 95630-6798
Phone: 916-608-6588
Fax:
Email

Billing Information (if different to service address):

Billing Contact/Company Name: LOS RIOS COMMUNITY COLLEGE DIS
Street Address: 1919 Spanos Ct
City / State: Sacramento CA
Zip: 95825-3981
Phone: 916-568-3113
Fax:
Email

Service Fees : Reference Attachment "Service Descriptions" for details					
Service Scheduled: No	Service Type: Off-Site	Service Frequency: Purge	Collection Type: Floor		
Container Type	Container Quantity	Additional Container Quantity (at the additional container rate)	Total Unit Quantity	Additional Container Rate (for items included in the additional container qty. or for future container additions)	Unit Total Charge
Small Box (≤1.7 cu.ft. / ≤48L)	10	90	100	\$5.00	\$450.00
Blue Bag				\$18.00	
Large Box (>1.7-3.0 cu.ft.) / (>48-85L)				\$7.00	
XL Box (oversized)				\$18.00	
Minimum Charge (per service)	\$165.00	Total Units	100	Additional Container Charge (per service)	\$450.00
Other Service Fees - Charges based on services & quantities rendered					
Item					Unit Rate
<i>*For services rendered beyond the above quantities, the total charge will increase based on the amount of units serviced at the additional container rate, extra material unit rate or the current Shred-it standard list price.</i>					

Customer Service Agreement Notes:

Transactional Payment Details: Payment Method: Invoiced PO Required: No PO # Blanket PO Liable for Tax Yes

Service Guarantee: Shred-it guarantees to deliver the highest quality service at all times. Any complaints about the quality of service which have not been resolved in the normal course of business should be communicated to Shred-it by written notice to the Account Care department at the address listed below.

Additional Fees (per service)

Minimum Charge \$165.00
Fuel & Environmental Surcharge Per Monthly Index
Recycling Recovery Surcharge Per Monthly Index
IN WITNESS WHEREOF, this Agreement has been duly executed on the day, month and year written below.

Total Service Fees (Per Service) * \$615.00
(Plus Additional Fees and applicable Taxes may apply)
(Ancillary fees may apply)

**The offer will expire 10/30/2019*

Shred-it:

Contracting Entity: Stericycle, Inc., on behalf of itself and its subsidiaries ("Shred-it")

Name: Drena Rico
Title: Inside Sales Executive
Date: Oct 1, 2019
DocuSigned by:
Signature: 
988B2B6FACEF461...

Customer:

Customer/Company Name: FOLSOM LAKE COLLEGE
Name: Levi Thiessen
Title: Interim Custodial/Receiving Supervisor
Date:
Signature:

Customer agrees to be bound by the following terms and conditions.

TERMS AND CONDITIONS

1. **Document Destruction Services.** Shred-it will: (i) collect the Customer's paper and other agreed upon materials ("CCM") on a mutually agreed basis and (ii) destroy the CCM using a mechanical device (the "Destruction Process"). (iii) Shred-it will provide Customer with a Certificate of Destruction if requested by Customer. (iv) Shred-it will recycle or otherwise dispose of the CCM. (v) Customer shall not include any hazardous waste, any material that is highly flammable, explosive, toxic, a biohazard, medical waste, or radioactive, or any material that is illegal or unsafe in the CCM.
2. **Term of this Agreement.** The term of this Agreement will begin on the Effective Date and continue for sixty days.
3. **Pricing; Payment Terms.** Customer shall pay to Shred-it the service fees set forth on page 1 ("Service Fees"). Customer agrees to pay the Service Fees and all other amounts due immediately upon completion of the Services and in any event no later than thirty (30) days thereafter. Any payments not received by Shred-it when due will be subject to an interest charge on the unpaid balance of 1.0% per month (or the maximum amount allowed by law). All payments must be in immediately available U.S. funds. Customer shall be responsible for any and all applicable taxes. Notwithstanding anything to the contrary, Customer shall pay the Minimum Charge if Customer declines or cancels the Services after Shred-it has arrived at Customer's location on the scheduled shredding date.
4. **Ancillary Charges.** Customer agrees to pay ancillary charges according to the then-current Schedule of Ancillary Charges at www.shredit.com ("Schedule"), which is incorporated by reference as if fully set forth herein and is subject to change from time to time in Shred-it's discretion.
5. **Fuel, Energy, Environmental, Recycling Recovery and/or Other Surcharge.** Customer agrees that (a) Shred-it may, upon notice, at any time and from time to time, impose and adjust a fuel, environmental, metro, recycling recovery and/or other surcharge of any amount for any duration, all in its sole discretion; (b) notice of any surcharge may be in the form of an invoice; and (c) any surcharge may, from time to time, result in additional profit for Shred-it.
6. **Limitation of Liability.** In no event shall either party be liable for any indirect, exemplary, punitive, special, incidental or consequential damages, or lost profits, lost revenue, lost business opportunities or the cost of substitute items or services under or in connection with this Agreement. Shred-it's aggregate liability, if any, arising under this Agreement or the provision of Services to Customer is limited to the amount of the Service Fees received by Shred-it from Customer under the Agreement.
7. **Confidentiality.** Customer agrees to not disclose to any third parties Shred-it pricing, policies and procedures. Shred-it will keep confidential all CCM and any other confidential information provided to Shred-it in connection with this Agreement and will use the same solely for the purposes provided in this Agreement. As used herein, "confidential information" means any information provided to Shred-it in confidence that relates to Customer's property, business and/or affairs, other than (i) information that is or has become publicly available due to disclosure by Customer or by a third party having a legal right to make such disclosure and (ii) information previously known to Shred-it free of any obligation to keep it confidential prior to receipt of the same from Customer.
8. **Compliance with Laws and Policies.** Each party shall comply with all laws, rules and regulations applicable to its performance hereunder.
9. **Miscellaneous.** (a) This Agreement constitutes the entire agreement between the parties relating to the subject matter of this Agreement and supersedes any prior agreements and arrangements between the parties. (b) This Agreement may be modified only by a written amendment signed by an authorized representative of each party. (c) This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns, legal representatives and heirs; provided, however, that Customer may not assign its rights or delegate its obligations under this Agreement without the prior written consent of Shred-it. (d) Shred-it's relationship with Customer is that of an independent contractor, and nothing in this Agreement shall be construed to designate Shred-it as an employee, agent or partner of or a joint venture with Customer. (e) Any dispute arising in connection with or relating to this Agreement or between the parties ("Disputes") that the parties are unable to resolve informally, such as via discussion and negotiation between the parties, shall solely and exclusively be resolved by binding and final arbitration before the American Arbitration Association ("AAA"), conducted pursuant to the Federal Arbitration Act (as the parties acknowledge that the services provided involve interstate commerce). (f) No term or condition contained in a Customer purchase order or any other invoice acknowledgment shall be binding upon Shred-it unless agreed to by Shred-it in writing.

Certificate Of Completion

Envelope Id: 2ECDA18E8E424AB88E90C4F52B67BB05
 Subject: Shredit Agreement For FOLSOM LAKE COLLEGE
 Source Envelope:
 Document Pages: 3
 Certificate Pages: 5
 AutoNav: Enabled
 Envelope Stamping: Disabled
 Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Delivered

Envelope Originator:
 Drena Rico
 drena.rico@stericycle.com
 IP Address: 13.108.238.8

Record Tracking

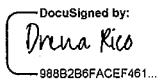
Status: Original
 10/1/2019 4:43:07 PM
 Holder: Drena Rico
 drena.rico@stericycle.com

Location: DocuSign

Signer Events

Drena Rico
 drena.rico@stericycle.com
 Inside Sales Executive
 Stericycle Inc. - Shred it
 Security Level: Email, Account Authentication
 (None)

Signature

DocuSigned by:

 988B2B6FACEF461...

Signature Adoption: Pre-selected Style
 Using IP Address: 108.171.131.186

Timestamp

Sent: 10/1/2019 4:43:08 PM
 Viewed: 10/1/2019 4:43:14 PM
 Signed: 10/1/2019 4:43:17 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Levi Thiessen
 thiessl@flc.losrios.edu
 Interim Custodial/Receiving Supervisor
 Security Level: Email, Account Authentication
 (None)

Sent: 10/1/2019 4:43:18 PM
 Viewed: 10/2/2019 2:17:10 PM

Electronic Record and Signature Disclosure:
 Accepted: 9/30/2019 6:51:54 PM
 ID: 6e3a0c7e-2e03-46c3-8569-3bd62254ac51

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	10/1/2019 4:43:18 PM
Certified Delivered	Security Checked	10/2/2019 2:17:11 PM
Payment Events	Status	Timestamps