

LOS RIOS COMMUNITY COLLEGE DISTRICT

PURCHASE ORDER NO 0001107261
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
08/06/2019	1 - 08/13/2019	1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	See Details
Reference:	Location / Dept	
1021116 LEWIS R HANEYB	04CYPH129 IT	

Supplier: 0000018967
TOSHIBA BUSINESS SOLUTIONS
1016 N MARKET BLVD STE 40
SACRAMENTO CA 95834

Phone: (916) 928-2713
Fax: (916) 928-2704

email: brenda.clausen@tbs.toshiba.com

Ship To: EL DORADO CENTER
RECEIVING
6699 CAMPUS DRIVE
PLACERVILLE CA 95667
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	RENTAL AGREEMENT FOR TOSHIBA COPIER E-STUDIO 2515AC WITH GOPRINT WIRING HARNESS, LOCATED IN EDC LIBRARY,TERMS: 36 MOS @ \$98.42 PER MONTH	1.00 EA	984.20	984.20	07/31/2019

PER PO TERMS AND CONDITIONS ITEM #19 CONTRACTOR IS TO PROVIDE PROOF OF INSURANCE CERTIFICATES LISTING LRCCD AS ADDITIONALLY INSURED.

08-13-19 PER J. HARMAN
DECREASE LINE# 1 TO \$984.20 AND UPDATE LINE#1 DESCRIPTION & PO COMMENTS PER REVISED VENDOR QUOTE
DATED 08/05/19 NEW PO TOTAL = \$984.20 - BH

MAINTENANCE AGREEMENT - INCLUDED IN RENTAL PAYMENTS
09/01/2019 - 6/30/2020 10/MONTHS @ \$98.42/MONTH = \$984.20
07/01/2020 - 6/30/2021 12/MONTHS @ \$98.42/MONTH = \$1,181.04
07/01/2021 - 6/30/2022 12/MONTHS @ \$98.42/MONTH = \$1,181.04
07/01/2022 - 8/31/2022 2/MONTHS @ \$98.42/MONTH = \$196.84
TOTAL : RENTAL PAYMENTS 36 MONTHS = \$3543.12

CONVERT TO MAINTENANCE AFTER RENTAL PERIOD:
INCLUDES ALL PARTS, LABOR, SERVICES AND SUPPLIES (INCLUDING GOPRINT CABLES); TRAINING; 2,500 COPIES
PER MONTH,
OVERAGES @ \$.012 PER MONOCHROME COPY \$.039 OVER 2500 PER MONTH.

REFERENCE: SACOG RFP# 8545 CONTRACT# WA00037699 VALID TO 10/31/2021
PRICING BASED ON 36-MONTH TERM RENTAL

EMAIL PO TO: brenda.clausen@tbs.toshiba.com

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 0001107261
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
08/06/2019	1 - 08/13/2019	2
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	See Details
Reference:	Location / Dept	
1021116 LEWISR HANEYB	04CYPH129 IT	

Supplier: 0000018967
TOSHIBA BUSINESS SOLUTIONS
1016 N MARKET BLVD STE 40
SACRAMENTO CA 95834

Phone: (916) 928-2713
Fax: (916) 928-2704

email: brenda.clausen@tbs.toshiba.com

Ship To: EL DORADO CENTER
RECEIVING
6699 CAMPUS DRIVE
PLACERVILLE CA 95667
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

Sub Total Amount	984.20
Sales Tax Amount	0.00
Total PO Amount	984.20

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5601	11	FL.VA.PAYP	61900	00000	041X	984.20	2020

0001021116CHAVEZA30-JUL-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

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Change Order Request

PO # 0001107261

Request Date: 08/12/2019

College/Dept: EDC-LIB

Vendor Name TOSHIBA BUSINESS SOLUTIONS

☐ Change description on line #1 to LEASE AGREEMENT FOR TOSHIBA COPIER E-STUDIO 2515AC WITH GOPRINT WIRING HARNESS, LOCATED IN EDC LIBRARY, TERMS: 36 MOS @ \$98.42 PER MONTH; QTY 1; PRICE \$984.20.

The Comments should say:

MAINTENANCE AGREEMENT - INCLUDED IN RENTAL PAYMENTS

09/01/2019 - 6/30/2020 10/MONTHS @ \$98.42/MONTH = \$984.20

07/01/2020 - 6/30/2021 12/MONTHS @ \$98.42/MONTH = \$1,181.04

07/01/2021 - 6/30/2022 12/MONTHS @ \$98.42/MONTH = \$1,181.04

07/01/2022 - 8/31/2022 2/MONTHS @ \$98.42/MONTH = \$196.84

TOTAL : RENTAL PAYMENTS 36 MONTHS = \$3543.12

Convert to Maintenance after Lease.

INCLUDES ALL PARTS, LABOR, SERVICES AND SUPPLIES (INCLUDING GOPRINT CABLES); TRAINING; 2,500 COPIES PER MONTH,

OVERAGES @ \$.012 PER MONOCHROME COPY \$.039 OVER 2500 PER MONTH.

REFERENCE SACRAMENTO COUNTY RFP #8545

CONTRACT #WA00037699

PRICING BASED ON 36-MONTH TERM RENTAL

EMAIL PURCHASE ORDER

EMAIL ADDRESS : brenda.clausen@tbs.toshiba.com

***Reason: Lease change by Jeff Lewis with Toshiba

Requested By: Jeff Lewis

LOS RIOS COMMUNITY COLLEGE DISTRICT

PURCHASE ORDER NO 0001107261

PURCHASING: (916) 568-3071 • FAX: (916) 568-3145
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Date	Revision	Page
08/06/2019		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	See Details
Reference:	Location / Dept	
1021116 LEWISR HANEYB	04CYPH129 IT	

Supplier: 0000018967
TOSHIBA BUSINESS SOLUTIONS
1016 N MARKET BLVD STE 40
SACRAMENTO CA 95834

Phone: (916) 928-2713
Fax: (916) 928-2704

email: brenda.clausen@tbs.toshiba.com

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	LEASE AGREEMENT FOR TOSHIBA COPIER E-STUDIO 2018A, LOCATED IN EDC LIBRARY, TERMS: 36 MOS @ \$94	1.00 EA	1,128.00	1,128.00	07/31/2019

PER PO TERMS AND CONDITIONS ITEM #19 CONTRACTOR IS TO PROVIDE PROOF OF INSURANCE CERTIFICATES LISTING LRCCD AS ADDITIONALLY INSURED.

MAINTENANCE AGREEMENT - INCLUDED IN LEASE PMTS.
07/01/2019 - 6/30/2020 12/MOS @ \$93.00/MO = \$1128.

INCLUDES ALL PARTS, LABOR, SERVICES AND SUPPLIES (INCLUDING GOPRINT CABLES); TRAINING; 15,000 COPIES PER MONTH,

OVERAGES @ \$0.12 PER MONOCHROME \$0.39 PER COLOR COPY OVER 2,500 PER MONTH.

REFERENCE SACRAMENTO COUNTY RFP #7294 CONTRACT #WA00025092
36-MONTH TERM RENTAL
PLEASE EMAIL PO TO VENDOR AT: Shane.Pitto@tbs.toshiba.com

Sub Total Amount	1,128.00
Sales Tax Amount	0.00
Total PO Amount	1,128.00

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5601	11	FL.VA.PAYP	61900	00000	041X	1,128.00	2020

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: TOSHIBA BUSINESS SOLUTIONS 0000018967
1016 N MARKET BLVD STE 40
SACRAMENTO CA 95834
United States

Phone: (916) 928-2713 **Fax:** (916) 928-2704
email: brenda.clausen@tbs.toshiba.com

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

Business Unit:		GENFD	OPEN
Req ID:	Date	Page	
0001021116	07/26/2019	1	
Requisition Name:			
Toshiba-EDC Library Lease			
Requester		Bldg#	
Ronald Lewis		IT	
Requester Signature			
Buyer: Brenda Haney			
Approved:			
Entered By: LEWISJ 26-JUL-2019			

Line-Schd	Description	Quantity	UOM	Price	Extended Amt Due Date
1-1	LEASE AGREEMENT FOR TOSHIBA COPIER E-STUDIO 2018A, LOCATED IN EDC LIBRARY, TERMS: 36 MOS @ \$94	1	LOT	1,128.00	1,128.00 07/31/2019

1,128.00 Sub-total
0.00 Est. tax

Total Requisition Amount: 1,128.00

MAINTENANCE AGREEMENT - INCLUDED IN LEASE PMTS.
07/01/2019 - 6/30/2020 12/MOS @ \$93.00/MO = \$1128.
INCLUDES ALL PARTS, LABOR, SERVICES AND SUPPLIES (INCLUDING GOPRINT CABLES); TRAINING; 15,000 COPIES PER MONTH,
OVERAGES @ \$0.12 PER MONOCHROME \$0.39 PER COLOR COPY OVER 2,500 PER MONTH.
SALES TAX: \$87.42.
ORDER TOTAL: \$1215.42.
REFERENCE SACRAMENTO COUNTY RFP #7294
CONTRACT #WA00025092
36-MONTH TERM RENTAL
PLEASE EMAIL PO TO VENDOR AT: Shane.Pitto@tbs.toshiba.com

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount
GENFD	5601	11	FL.VA.PAYP	61900	00000	041X	1,128.00

Approval Signature	Approval Signature	Approval Signature
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