

COMPLETED**Los Rios Community College District**

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

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

**PURCHASE ORDER NO B210327
CHANGE ORDER**

Date	Revision	Page
07/30/2020	4 - 06/24/2021	1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Method
Reference:	Location / Dept	
1026404 WALLACEI HANEYB HANEYB	4VAPA VAPA	

PLEASE SEE TERMS AND CONDITIONS APPENDED TO THIS PO

Supplier: 0000002554
 HOME DEPOT
 2675 E. BIDWELL
 FOLSOM CA 95630

Phone: (916) 983-0401
Fax: (916) 648-2402

email:

Ship To: FOLSOM LAKE COLLEGE
 RECEIVING
 10 COLLEGE PARKWAY
 FOLSOM CA 95630
 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	10070/FL.VI.THTR 700P- BLANKET PO FOR HOME DEPOT CREDIT CARD USE FOR FLC THEATRE ARTS SUPPLIES	1.00 EA	2,468.07	2,468.07	06/30/2021
2- 1	10060/FL.VI.VTEA/314A -BLANKET PO FOR HOME DEPOT CREDIT CARD USE FOR TECHNICAL THEATER SUPPLIES	1.00 EA	410.00	410.00	06/30/2021

VALID FROM 07-01-2020 TO 05-31-2021

AUTHORIZED PERSONNEL:
 CAMERON HOYT
 IAN WALLACE
 MELONIE QUINTELL
 FRANCIS FLETCHER

PY 20 B200737

12-07-20 PER J HARMAN INCREASE PO BY \$1,000.00 NEW PO TOTAL \$2,000.00 BH

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Authorized Signature
AUTHORIZED SIGNATURE ON
PO TOTAL PAGE

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Tax Exempt? N

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05-13-21 PER J HARMAN INCREASE LINE# 1 BY \$370.00 AND ADD LINE# 2 FOR \$410.00, NEW PO TOTAL \$2,780.00 (BH)

06-24-21 INCREASE PO LINE 1 BY \$98.07 PER J HARMAN. NEW LINE TOTAL \$2,468.07. NEW PO TOTAL \$2,878.07 - SR

Sub Total Amount	2,878.07
Sales Tax Amount	0.00
Total PO Amount	2,878.07

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	4300	12	FL.VI.THTR	10070	00000	700P	2,468.07	2021
GENFD	4300	12	FL.VI.VTEA	10060	00000	314A	410.00	2021

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.

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Change Order Request

PO# B210327

REQUEST DATE: 06-23-21

COLLEGE/DEPT.: flc theater

VENDOR NAME: HOME DEPOT

☒ INCREASE BLANKET PO LINE 1 BY \$98.07

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1- 1	10070/FL.VI.THTR 700P- BLANKET PO FOR HOME DEPOT CREDIT CARD USE FOR FLC THEATRE ARTS SUPPLIES	1.00 EA	2,370.00	2,370.00	06/30/2021
2- 1	10060/FL.VI.VTEA/314A -BLANKET PO FOR HOME DEPOT CREDIT CARD USE FOR TECHNICAL THEATER SUPPLIES	1.00 EA	410.00	410.00	06/30/2021

VALID FROM 07-01-2020 TO 05-31-2021

AUTHORIZED PERSONNEL:
CAMERON HOYT
IAN WALLACE
MELONIE QUINTELL
FRANCIS FLETCHER

PY 20 B200737

12-07-20 PER J HARMAN INCREASE PO BY \$1,000.00 NEW PO TOTAL \$2,000.00 BH

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05-13-21 PER J HARMAN INCREASE LINE# 1 BY \$370.00 AND ADD LINE# 2 FOR \$410.00, NEW PO TOTAL
\$2,780.00 (BH)

Sub Total Amount	2,780.00
Sales Tax Amount	0.00
Total PO Amount	2,780.00

BU	Acct	Fd	Org	Proj	Sub	Proj	Amount	BYear
GENFD	4300	12	FL.VI.THTR	10070	00000	700P	2,370.00	2021
GENFD	4300	12	FL.VI.VTEA	10060	00000	314A	410.00	2021

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Change Order Request

PO# B210327

REQUEST DATE: 5/11/21

COLLEGE/DEPT.: FLC TA

VENDOR NAME: HOME DEPOT

☒ INCREASE BLANKET PO LINE 1 BY \$370.00

☒ ADD LINE 2 TO THE PURCHASE ORDER:

1 EA \$410.00 10060/FL.VI.VTEA/314A -BLANKET PO FOR HOME DEPOT CREDIT CARD USE FOR TECHNICAL THEATER SUPPLIES

BUDGET: GENFD 4300 12 FL.VI.VTEA 10060 00000 2021 314A

FUND 12 REQUIREMENT – COMPLETE ONLY IF ADDING A BUDGET WITH NEW DEPT/ORG OR PROJ/GRANT#:

Program Name:PERKINS		Project/Grant Number:314A
	Program Director/Coordinator Signature: Francis Fletcher	

Harman, Joany

From: Fletcher, Francis
Sent: Wednesday, May 12, 2021 12:40 PM
To: Harman, Joany
Cc: Quintell, Melonie
Subject: Re: Encumber funds from VTEA to HD Card
Attachments: CO HOME DEPOT B210327 051121.doc

J. Harman,

Good afternoon -- attached should be signed Change Order Request.

Thank you,
F. Fletcher

From: Harman, Joany <harmanj@flc.losrios.edu>
Sent: Tuesday, May 11, 2021 5:38 PM
To: Wallace, Ian <WallacI@flc.losrios.edu>; Quintell, Melonie <QuinteM@flc.losrios.edu>
Cc: Fletcher, Francis <FletchF@flc.losrios.edu>
Subject: RE: Encumber funds from VTEA to HD Card

I am following up on this request. I have attached the change order that Ian is requesting. We are running out of time to do this. Please advise.

Thank you,

Joany Harman | Business Services Supervisor
Folsom Lake College | Los Rios Community College District
10 College Parkway | Folsom, CA 95630
p. 916.608-6622 | harmanj@flc.losrios.edu

From: Wallace, Ian <WallacI@flc.losrios.edu>
Sent: Monday, May 3, 2021 12:44 PM
To: Quintell, Melonie <QuinteM@flc.losrios.edu>
Cc: Fletcher, Francis <FletchF@flc.losrios.edu>; Taylor, Jennifer <TaylorJ@flc.losrios.edu>; Harman, Joany <harmanj@flc.losrios.edu>
Subject: Re: Encumber funds from VTEA to HD Card

Hey Melonie/Francis:

Did we ever submit the request that VTEA funds get encumbered to the HD PO? I don't see that reflected anywhere if we did?

That request from March:
Home Depot BPO: B210327
Encumber \$410 from Budget String:
GENFD 4300 12 FL.VI.VTEA 10060 00000 314A 2021

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VALID FROM 07-01-2020 TO 05-31-2021

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12-07-20 PER J HARMAN INCREASE PO BY \$1,000.00 NEW PO TOTAL \$2,000.00 BH

Sub Total Amount	2,000.00
Sales Tax Amount	0.00
Total PO Amount	2,000.00

<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>
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AUTHORIZED PERSONNEL:
CAMERON HOYT
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PY 20 B200737

Sub Total Amount	1,000.00
Sales Tax Amount	0.00
Total PO Amount	1,000.00

<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>
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Sales Tax Amount	0.00
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Phone: (916) 983-0401 **Fax:** (916) 648-2402
email:

Ship To: RECEIVING
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Business Unit:		GENFD	OPEN
Req ID:	Date	Page	
0001026405	07/01/2020	1	
Requisition Name:			
2021 HOME DEPOT BPO - THEATER			
Requester			
Ian Wallace			
Requester Signature			
Buyer: Brenda Haney			
Approved:			
Entered By: TAYLORJ 17-JUN-2020			

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
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1,000.00 Sub-total
0.00 Est. tax

Total Requisition Amount: 1,000.00

PY 20 B200737

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GENFD	4300	12	FL.VI.THTR	10070	00000	700P	1,000.00

Purchases Charged to Catagorical Programs, Grants or Special Project.

Program Name: LOTTERY
Project Grant: 700P
Program Director: FRANCIS FLETCHER
Program Goal: THEATRE ARTS SUPPLIES

Approval Signature

Approval Signature

Approval Signature