# LOS RIOS COMMUNITY COLLEGE DISTRICT

1919 Spanos Court • Sacramento, CA 95825-3981

P.O. No	F 4007

Date\_9/9/2020

# LIMITED PURCHASE ORDER

(Not to Exceed \$1000.00)

(Not to Exceed \$ 1000.00)										
VENDOR NAME AND ADDRESS:  OFFICE DEPOT 4720 NORTHGATE BLVD			DELIVERY INSTRUCTIONS: Deliver to Address Below (Check one) Will Call  FOLSOM LAKE COLLEGE							
SAC	RAMENTO, CA 95834		10 (	CO		ARKWAY				
ITEM	DESCRIPTION GIVE COMPLETE DESCRIPTION, INCLUDING CAT. NO. & SIZES	-	QUANTIT	ΓΥ	ORDERE	STOCK N	0	UNIT PRICE	TOTAL	
1	FLOORTEX POLYCARBONATE CHAIR MAT 48"x53" SIZE FOR LOW/MED PI	LE	1		EACH	<u> </u>	<u>.                                    </u>	99.99	99.99	
2	CARPETS, COLOR: CLEAR (ITEM #909480)		· ·		27.011			00.00		
3										
4	Paid:									
5	Check#: 94-806186									
6	<b>Date:</b> 10/15/20									
7	<b>Amount:</b> \$107.74									
8	Voucher#:									
9	Vouciei#.									
10										
Purchases Charged to Categorical Programs, Grants or Special Projects						SUB-TO	TAL		99.99	
This purchased is in compliance with the requirements of:						SALES			8.37	
	Program Name					0/1220	17.00			
For grants/special projects Project/Grant Num			per	I O I / LE				108.36		
Program Goal/Objective Number/Explanation					(Not to Exceed \$1000.00)					
VENDOR: Reference P.O. number on all invoices and packing slips. Total										
invoice may not exceed \$1000.00 including tax and shipping costs. Mail invoices in duplicate to: Los Rios Community College District, Accounting Department, 1919 Spanos Court, Sacramento, CA 95825.										
I hereby certify the items/services listed above shall be obtained in accordance									Date	
with Di	strict Policy, Conflict of Interest Code, P-8631 Section 3.0., and all other ible district, state, and federal policies, rules, regulations, and laws.									
				FD/	4500	/ <b>11</b> /	FL	VA.EAD	DA	
REQU	ESTED BY: TYPED/PRINT DATE		Bus. Unit		Account	Fund C	rg			
			67310	) /	00000	/2021	05	51C	\$ 108.36	
REQU	ESTED BY: SIGNATURE DATE	$\dashv$	Program		Sub-Class	/ /	Proj/		Amount	
MEL	ISSA WILLIAMS 9/9/20	20	ı	/		/ /				
APPRO	OVED: DEAN OR OTHER AUTHORIZED SIGNATURE DATE		Bus. Unit		Account	Fund C	rg			
				/	,	/ /	/		\$	
APPRO	OVED: VICE PRESIDENT, ADMINISTRATION DATE		Program	5	Sub-Class	BY	Proj/	Grnt	Amount	



# **QUOTATION**

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9/8/2020

DATE:

Attention: Melissa Williams John Duncan

Company: Folsom Lake College
Address: 10 College Parkway 4720 Northgate Blvd.
City: Folsom, CA 95630 Sacramento CA 95834

Phone: 916.608.6588 916 569-5167 + 866 438-4808 ext 167

Fax: 916 **927-3409** + **866 438-4840** 

We are pleased to quote as follows: Floortex chair mat 48 x 53 john.duncan@officedepot.com

QTY	U/M	ITEM #	DESCRIPTION	LIST PRICE	NET PRICE	TOTAL NET
1	EA	909480	Floortex Polycarbonate Chair mat	148.50	99.99	99.99
			48 x 53 size for low/medium pile			
			carpets.			
			Color: Clear			
			99			

NET 30 DAYS F.O.B. DESTINATION \$99.99

Delivery: Free delivery and Assembly Including Tax \$108.36

Comments: Special Order items are Non-Returnable BY: John Duncan

This quotation is valid for 30 days



#### Order# 123773123-001

#### Summary

PO #: F4007 Release: DEPTNAM:

Last Updated: 09/11/2020 **Updated By: UN08** Order Date: 09/08/2020 Delivery Date: 09/16/2020

Comments:

## **Shipping**

Address:

FOLSOM LAKE COLLEGE 10 COLLEGE PKWY DLV TUE/THUR 10 AM - 1 PM FOLSOM, CA 95630-6798

USA Ship to id:

FLC-FOLSOMCAMPUS

## **Billing**

Account#: 89574855 Contact: JENNIFER TAYLOR

1 (916) 608-6635 **Payment Method:** Account Billing

ORDER NUMBER

123773123-001 - Parent Order

STATUS

Delivered

BACK ORDER

SHIPPED

TOTAL

TOTAL

\$107.74

\$99.99

Floortex Ultimat Polycarbonate Chair Mat For Low-/Medium-Pile Carpets Up To 1/2", 48" x 53"

Item #909480

\$99.99 / each

Delivery only

Sera Chadwick

COMMENTS:

QUANTITY

Subtotal:

\$134.99 \$0.00

Delivery Fee:

Taxes:

\$7.75

Total:

\$107.74

\$35.00 Adjustments: