

COMPLETED**Los Rios Community College District****PURCHASE ORDER NO 0001120015**

Purchasing: (916)568-3071
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: 0000005000
SESAC INC
35 MUSIC SQUARE EAST
NASHVILLE TN 37203-4362

Phone: (615) 320-0055
Fax: (615) 329-9627

email: www.sesac.com

Date	Revision	Page
03/02/2022		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Method
Reference:	Location / Dept	
1034735 ZABEGALINT HANEYB	04ADMN	

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	MUSIC PERFORMANCE LICENSE FOR SACRAMENTO CITY COLLEGE CONTRACT NUM: 97917-1 JAN 01, 2022 - DEC 31, 2022	1.00	EA	1,459.40	1,459.40	02/25/2022
2- 1	MUSIC PERFORMANCE LICENSE FOR FOLSOM LAKE COLLEGE CONTRACT NUM: 97917-2 JAN 01, 2022 - DEC 31, 2022	1.00	EA	521.70	521.70	02/25/2022
3- 1	MUSIC PERFORMANCE LICENSE FOR COSUMNES RIVER COLLEGE CONTRACT NUM: 97917-3 JAN 01, 2022 - DEC 31, 2022	1.00	EA	1,065.31	1,065.31	02/25/2022
4- 1	MUSIC PERFORMANCE LICENSE FOR AMERICAN RIVER COLLEGE CONTRACT NUM: 97917-4 JAN 01, 2022 - DEC 31, 2022	1.00	EA	1,974.11	1,974.11	02/25/2022

PREPAY INVOICE# 10557040 DUE DATE 01-01-2022

ACCOUNT#: 1776 BILL TO#: 504686
(DISTRICT-WIDE LICENSES)

PY PO 0001114629

PAID**CHECK #:** 0094825280**DATE:** 3-8-22**AMOUNT:** 5020.52**VOUCHER#:** 00619179

Sub Total Amount	5,020.52
Sales Tax Amount	0.00
Total PO Amount	5,020.52

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.

Los Rios Community College District

PURCHASE ORDER NO 0001120015

Purchasing: (916)568-3071
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: 0000005000
SESAC INC
35 MUSIC SQUARE EAST
NASHVILLE TN 37203-4362

Phone: (615) 320-0055
Fax: (615) 329-9627

email: www.sesac.com

Date	Revision	Page
03/02/2022		2
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Method
Reference:	Location / Dept	
1034735 ZABEGALINT HANEYB	04ADMN	

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
----------	------------------	--	--	--	--	--	--------------	----------	--------------	----------

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5600	11	AR.VI.ARTS	10040	00000	041A	1,974.11	2022
GENFD	5600	11	CR.VA.OFFC	60100	00000	041A	1,065.31	2022
GENFD	5600	11	FL.VI.IDES	49000	00000	051C	521.70	2022
GENFD	5600	11	SC.VA.INST	67700	00000	041A	1,459.40	2022

0001034735CHAVEZA25-FEB-2022

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 email address: LRCCDpurchase@losrios.com.

<https://psreports.losrios.edu/PurchaseOrderInformation.asp>

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.

LOS RIOS COMMUNITY COLLEGE DISTRICT

American River College • Cosumnes River College • Folsom Lake College • Sacramento City College

PURCHASE ORDER TERMS AND CONDITIONS

1. **APPLICABLE LAW:** The contract resulting from this order shall be governed by the laws of the State of California.
2. **COMPLETION OF ORDERS:** LRCCD reserves the right to withhold payment until order is completed.
3. **DISCOUNTS:** Please show cash payment discount offered on your invoice in connection with any discount offered, time will be computed from date of delivery of the supplies or equipment, or from date correct invoices are received in the office specified by LRCCD if the latter date is later than the date of delivery. Payment is deemed to be made for the purpose of earning discount, on the date payment is mailed or on behalf of LRCCD.
4. **INVOICES:** Invoices shall be prepared and submitted in duplicate unless otherwise specified. Invoices shall contain Purchase order number, date, description of items, sizes and quantities, unit prices, extended totals, place and date of delivery. Invoices or vouchers not on printed bill heads shall be signed by the CONTRACTOR or person furnishing the supplies or services. Every invoice shall be properly itemized. If LRCCD has not received billing for product or services within a one year period LRCCD will not be held responsible for satisfying the debt.
5. **CHANGES:** No change or modification in terms, quantities, or specifications may be made without express authorization in writing from the LRCCD Purchasing Office and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto. If unit cost of any item exceeds the amount shown by 10% or \$250.00 whichever is less do not ship. Contact LRCCD Purchasing at the phone number provided.
6. **BILL OF LADING:** If Bill of Lading is applicable to this order, send originals to "Ship to" address and duplicate Bill of Lading with invoices to "Bill to" address. All correspondence, invoices, bills of lading, shipping memos, packages, etc., must show purchase order number. If factory shipment, advise factory to comply.
7. **TRANSPORTATION CHARGES:** Invoices for prepaid transportation charges must be supported by original receipted expense bills.
8. **FOB POINT AND FREIGHT CHARGES:** Unless otherwise specified on this order, all items shall be delivered FOB Destination. No charge for delivery, drayage, express, parcel post, packing, cartage, insurance, license fees, permits, or for any other purpose will be paid by LRCCD unless expressly included and itemized in the order. Unless otherwise shown, on "FOB Shipping Point" transactions, CONTRACTOR shall arrange for lowest cost transportation, prepay and add freight to invoice and furnish supporting freight bills if the amount exceeds \$50.00. On "FOB Shipping Point" transactions, should any shipments under this purchase order be received by LRCCD in a damaged condition and any related freight loss and damage claims filed against the carrier or carriers be wholly or partially declined with the inference that damage was the result of the act of the shipper such as inadequate packaging or loading or some inherent defect in the equipment and/or material, CONTRACTOR on request of LRCCD shall at CONTRACTOR's own expense assist LRCCD in establishing carrier liability by supplying evidence that the equipment and/or materials was properly constructed, manufactured, packaged, and secured to withstand normal transportation conditions. Shipments that are California intrastate in nature and where freight is to be borne by LRCCD shall be tendered to carriers with written instructions that rate and charges may not exceed the lowest lawful rates on file with the California Public Utilities Commission.
9. **PATENT INDEMNITY:** The CONTRACTOR shall hold LRCCD, its officers, agents and employees harmless from alleged liability of any nature or kind, including costs and attorney fees and expenses, for infringement or use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in connection with the contract or purchase order.
10. **TAXES:** Certain articles sold to LRCCD are exempt from certain Federal excise taxes. LRCCD will reimburse the CONTRACTOR for, or pay directly, all California State and local sales and use taxes applicable to this purchase.
11. **EQUAL OPPORTUNITY EMPLOYER:** The acceptance of this purchase order by a supplier of goods and services is a certification that such supplier complies with all provisions of executive order 11246 and is an equal opportunity employer.
12. **GENERAL SAFETY ORDERS:** All materials, supplies and services sold to LRCCD shall conform to the general safety orders of the State of California. All materials, except as otherwise specified, must be new and of the best quality of their respective kinds.
13. **INDEMNIFICATION:** CONTRACTOR shall indemnify, defend and hold harmless LRCCD, its trustees, officers, agents, employees and volunteers, from any and all claims, demands, suits, causes of action, damages, penalties, breaches of this agreement, infringement of patent rights, costs, expenses, violations of employee occupational health and safety laws, attorney fees, losses or liability, property damage, personal injuries to or death of person arising out of, alleged to have arisen out of, or relating in any way to CONTRACTOR's work to be performed under this agreement, except if caused solely by the negligence of LRCCD.
14. **TERMINATION:** LRCCD may terminate this agreement and be relieved of the payment of any consideration to CONTRACTOR should CONTRACTOR fail to perform the covenants herein contained at the time and in the manner herein provided. In the event of such termination LRCCD may proceed with the work in any manner deemed proper by LRCCD. The cost to LRCCD shall be deducted from any sum due the CONTRACTOR under this agreement and the balance if any, shall be paid the CONTRACTOR upon demand.
15. **ASSIGNMENT:** Without the written consent of LRCCD, this agreement is not assignable by CONTRACTOR either in whole or in part.
16. **PUBLIC WORKS PROJECTS:** CONTRACTOR must comply with Public Contract Code.
17. **CA LABOR CODE:** Pursuant to Section 1700, and following, the CONTRACTOR shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Copies of such prevailing rate of per diem wages are on file at the Business Office of the Los Rios Community College District, 1919 Spanos Court, Sacramento, CA 95825. Those copies shall be made available to any interested party upon request. The CONTRACTOR shall forfeit, as penalty to the LRCCD, Fifty Dollars (\$50.00) for each calendar day or portion thereof, for each workman paid less than the stipulated prevailing rates for any work done under the contract by him/her or by any subcontractor under him, in violation of the provisions of such Labor Code.
18. **NOTICE:** Your employees may be exposed to hazardous substances during the course of their work while on LRCCD property. For additional information on the hazardous substances that your employees may be exposed to contact the LRCCD General Services Department at (916) 568-3048.
19. **INSURANCE:** CONTRACTOR shall, at all times, maintain in full force and effect the following insurance: Workers' Compensation, Commercial General Liability, Auto Liability, and Professional Liability, if licensed professional. Policy limits for each shall be at least \$1,000,000 AND \$1M, \$2M, or \$3M AGGREGATE as prescribed by DISTRICT requirements for bodily injury, personal injury and property damage. Any combination of General Liability and Excess Coverage can be combined to meet the Aggregate. LRCCD shall be named as an additional insured on CONTRACTOR's policies. The CONTRACTOR shall provide a certificate of insurance and required endorsements to comply with this section at least 15 days prior to commencement of work under this contract. The certificate shall state that LRCCD will be given 30 days notice of any material change or cancellation in coverage. LRCCD insurance requirements can be viewed on the following website www.losrios.edu/purchasing.
20. **DISQUALIFIED EMPLOYEES:** CONTRACTOR shall ensure that persons who perform services on LRCCD property have not been convicted of any felony, or any controlled substance offense or any sex offense as defined by Education Code section 87008-87010. If LRCCD determines that any person employed by CONTRACTOR to work on LRCCD property is incompetent, unfaithful, intemperate, disorderly, abusive or is otherwise unsatisfactory, CONTRACTOR shall cause that employee to be removed from working on LRCCD property immediately, and that person shall not be employed again on LRCCD property.
21. **WORK AUTHORIZATION:** Prior to LRCCD's acceptance of this Agreement, CONTRACTOR's who are not U.S. citizens must provide verification of (a) work authorization status from the appropriate U.S. Department of State; (b) a copy of their U.S. visa; (c) the number of days present in the U.S.; and (d) tax treaty status. LRCCD shall not make any payments to CONTRACTOR unless CONTRACTOR holds the appropriate U.S. visa. CONTRACTOR is responsible for ensuring they are in possession of the appropriate visa.
22. **WARRANTY:** CONTRACTOR expressly warrants that all materials, goods, equipment, services, and/or labor shall conform to the requirements set forth or incorporated into this order and any applicable industry standards or requirements, shall be merchantable and free from defects in workmanship, materials and/or design (including latent defects), and shall perform as specified. CONTRACTOR further warrants that all materials, goods, equipment, services, and/or labor will be fit and sufficient for the particular purposes intended by LRCCD. Unless agreed upon otherwise between LRCCD and CONTRACTOR, the warranty period shall be the longer of: (a) any express warranty included in this service agreement; (b) one year after the materials, goods, equipment, services, and/or labor are accepted by LRCCD; or (c) any warranty period provided under any applicable California law. CONTRACTOR further represents and warrants that any software/ hardware/ communications system/ equipment provided under this Agreement (collectively "technology") adheres to the standards and/or specifications as may be set forth in the Section 508 of the Rehabilitation Act of 1973 standards guide and is fully compliant with WCAG 2.0 AA standards for accessibility and compliant with any applicable FCC regulations. If portions of the technology or user experience are alleged to be non-compliant or non-accessible, LRCCD will provide CONTRACTOR with notice of such allegation and CONTRACTOR shall use its best efforts to make the technology compliant and accessible. CONTRACTOR shall indemnify, defend, and hold harmless LRCCD from and against any and all claims, allegations, liabilities, damages, penalties, fees, costs (including but not limited to reasonable attorneys' fees), arising out of or related to allegations the technology is not accessible.
23. **CERTIFICATION:** CONTRACTOR warrants that it is not debarred or suspended, proposed for debarment or declared ineligible for award of contracts by any Federal, State or local Agency.

Requisition

Supplier: SESAC INC 0000005000
35 MUSIC SQUARE EAST
NASHVILLE TN 37203-4362
United States

Phone: (615) 320-0055 **Fax:** (615) 329-9627
email: www.sesac.com

Ship To: RECEIVING
10 COLLEGE PARKWAY
FOLSOM CA 95630

Business Unit: GENFD OPEN	
Req ID: 0001034735	Date: 02/15/2022
Page 1	
Requisition Name: SESAC	
Requester: Tatyana Zabegalin	
Requester Signature	
Buyer: Brenda Haney	
Approved:	
Entered By: ZABEGALT 15-FEB-2022	

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	MUSIC PERFORMANCE LICENSE FOR SACRAMENTO CITY COLLEGE CONTRACT NUM: 97917-1 JAN 01, 2022 - DEC 31, 2022	1	EA	1,459.40	1,459.40	
2-1	MUSIC PERFORMANCE LICENSE FOR FOLSOM LAKE COLLEGE CONTRACT NUM: 97917-2 JAN 01, 2022 - DEC 31, 2022	1	EA	521.70	521.70	
3-1	MUSIC PERFORMANCE LICENSE FOR COSUMNES RIVER COLLEGE CONTRACT NUM: 97917-3 JAN 01, 2022 - DEC 31, 2022	1	EA	1,065.31	1,065.31	
4-1	MUSIC PERFORMANCE LICENSE FOR AMERICAN RIVER COLLEGE CONTRACT NUM: 97917-4 JAN 01, 2022 - DEC 31, 2022	1	EA	1,974.11	1,974.11	

5,020.52 Sub-total
0.00 Est. tax

Total Requisition Amount: 5,020.52

PREPAY INVOICE #10557040 01-01-2022
ACCOUNT#: 1776 BILL TO#: 504686
(DISTRICT-WIDE LICENSES)
PLEASE SET UP 2 WAY MATCH

PY PO 0001114629

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount
GENFD	5600	11	AR.VI.ARTS	10040	00000	041A	1,974.11
GENFD	5600	11	CR.VA.OFFC	60100	00000	041A	1,065.31
GENFD	5600	11	FL.VI.IDES	49000	00000	051C	521.70
GENFD	5600	11	SC.VA.INST	67700	00000	041A	1,459.40

Approval Signature	Approval Signature	Approval Signature
--------------------	--------------------	--------------------



INVOICE

1-866-218-5823
www.sesac.com
FED ID: 83-2154058

Music Performance License

Account Name: Los Rios Community College Dist
Account #: 1776
Bill To #: 504686
Statement Period Through End Date: 12/31/2022
Payment Due Date: 01/01/2022

REC# 001100607

PRIOR YEAR PO 0001114629

Simplify your life with AutoPay
Go paperless with eBilling
Enroll Online Today!

BALANCE DUE SUMMARY

Current Period Payment Due	\$5,020.52
Past Period(s) Payment Due	\$.00
Late Fees	\$.00
Total Amount Due	\$5,020.52
Last Payment Received 03/11/2021	\$4,726.74

Please see next page(s) for invoice details

Important Information

The SESAC College/University January 2022 invoice represents the billing period of July 1, 2021 through June 30, 2022. If you need to connect with our team, please contact Daniel Smith at dsmith@sesac.com or 615-963-3497.

SESAC wishes you Happy Holidays and a Prosperous New Year!

LOG IN AT **SESAC.COM** TO EXPLORE NEW TOOLS AND FEATURES



MAKE IT AUTOMATIC

Enroll in Autopay and eBilling today



UPDATE AND REPORT

License details, billing info, reporting requirements



CONNECT WITH US

Customer Service is only a click away



WRITE

35 Music Square East
Nashville, TN 37203

* Correspondence only processed at the Nashville address

Please detach and return the bottom portion when paying by check.

QUICKPAY BY CARD / eCHECK: WWW.SESAC.COM/PAY

TO AVOID LATE CHARGES, PAY TOTAL BY THE DUE DATE



VISA

Account: 1776



DISCOVER

Bill To: 504686

TOTAL DUE BY 01/01/2022

\$5,020.52

CHECK # _____

CHECK AMOUNT _____



LOS RIOS COMMUNITY COLLEGE DIST
1919 SPANOS CT
SACRAMENTO, CA 95825-3981

036698
T211 P1



Make check payable to:

SESAC
P.O. BOX 5246
New York, NY 10008-5246

000017760000531900005020521



Account: 1776

Bill To: 504686

Los Rios Community College Dist

PRIOR YEAR BUDGET

Inv Number	Inv Date	Inv Amount	Paid/Applied	Late Charge	Other Adj	Balance
10557040	01/01/2022	\$5,020.52				\$5,020.52
Sacramento City College		3835 Freeport Blvd, Sacramento, CA				\$1459.40
Contract No.: 97917-1		Colleges/Universities, Jan 01, 2022 - Dec 31, 2022				
GENFD 5601 11 SA.VA.INST 67700 00000 041A						
Folsom Lake College		10 College Pkwy, Folsom, CA				\$521.70
Contract No.: 97917-2		Colleges/Universities, Jan 01, 2022 - Dec 31, 2022				
GENFD 5601 11 FL.VA.IDES 4900 00000 051A						
Cosumnes River College		8401 Center Pkwy, Sacramento, CA				\$1065.31
Contract No.: 97917-3		Colleges/Universities, Jan 01, 2022 - Dec 31, 2022				
GENFD 5601 11 CR.VA.OFFC 60100 00000 041A						
American River College		4700 College Oak Dr, Sacramento, CA				\$1974.11
Contract No.: 97917-4		Colleges/Universities, Jan 01, 2022 - Dec 31, 2022				
GENFD 5601 11 AR.VA.ARTS 10040 00000 041A						

Group Total: \$5,020.52



From: Zabegalin, Tatyana
To: San Juan, Isolina; Prince Fox, Stephanie
Cc: Taylor, Jennifer
Subject: FW: :ORL 0001034735 SeSac- Consolidated invoice for \$5,020.52 PRIOR YEAR PO 1114629
Date: Wednesday, February 23, 2022 8:21:23 AM
Attachments: Invoice000.png
Invoice001.png
Invoice002.png
Importance: High

Hello,

Please could you fix the budget for this req? The ARC total is \$1,974.11, but only \$1,859 available. The budget is short by \$116.00

Business Unit GENFD Requisition Date 02/15/2022
Requisition ID 0001034735 Status Open

Personalize Find First 1-4 of 4 Last																
Business Unit	Requisition ID	Budget Line Status	Line Nbr	Distrib Line#	ShipTo	Category	Account	Fund Code	Dept ID	Program	Class	Project	Budget Dt	Line Amt	Tax Amt	Tax Percent
1 GENFD	0001034735	Valid	1	1	FLC-NOTAX	SOFTW	5600	11	SC.VA.INST	67700	00000	041A	02/15/2022	1459.400		Y
2 GENFD	0001034735	Valid	2	1	FLC-NOTAX	SOFTW	5600	11	FL.VI.IDES	49000	00000	051C	02/15/2022	521.700		Y
3 GENFD	0001034735	Valid	3	1	FLC-NOTAX	SOFTW	5600	11	CR.VA.OFFC	60100	00000	041A	02/15/2022	1065.310		Y
4 GENFD	0001034735	Error	4	1	FLC-NOTAX	SOFTW	5600	11	AR.VI.ARTS	10040	00000	041A	02/15/2022	1974.110		Y
														1974.110		
														1974.11000		
														1859.000		
																115.110

Thank you!
Tatyana

From: San Juan, Isolina <SanJuaI@arc.losrios.edu>
Sent: Friday, February 18, 2022 12:02 AM
To: Zabegalin, Tatyana <ZabegaT@losrios.edu>; Gallowglas, Robin <GallowR@scc.losrios.edu>
Cc: Taylor, Jennifer <TaylorJ@flc.losrios.edu>
Subject: RE: :ORL 0001034735 SeSac- Consolidated invoice for \$5,020.52 PRIOR YEAR PO 1114629

ARC budget is okay. Budget transfer submitted.

Thank you,
Isolina

From: Zabegalin, Tatyana
Sent: Thursday, February 17, 2022 5:53 PM
To: San Juan, Isolina <SanJuaI@arc.losrios.edu>; Gallowglas, Robin <GallowR@scc.losrios.edu>
Cc: Taylor, Jennifer <TaylorJ@flc.losrios.edu>
Subject: FW: :ORL 0001034735 SeSac- Consolidated invoice for \$5,020.52 PRIOR YEAR PO 1114629
Importance: High

Hello,

Please could you verify if I can use these budget for ARC and SCC?

Thank you!
Tatyana

From: Zabegalin, Tatyana
Sent: Tuesday, February 15, 2022 2:40 PM
To: San Juan, Isolina <SanJuaI@arc.losrios.edu>; Deleon, Katie <deleonK@CRC.losrios.edu>; Gallowglas, Robin <GallowR@scc.losrios.edu>
Cc: Taylor, Jennifer <TaylorJ@flc.losrios.edu>; Seyed Kermanshahi, Shaghayegh <seyedaS@losrios.edu>; Haney, Brenda <hanevH@losrios.edu>
Subject: :ORL 0001034735 SeSac- Consolidated invoice for \$5,020.52 PRIOR YEAR PO 1114629
Importance: High

Hello all,

I put the attached invoice in requisition 0001034735 for the districtwide SESAC invoice, please see attached.

Please notice that the account 5601 changed to 5600 since this is not first time purchase, but second or third year of using the same licenses.

Please verify the budgets for each campus and let me know if I need to update them in OLR or process budget transfer to cover this invoice. OLR is in error.

5600 11 AR.VI.ARTS 10040 00000 041A - \$1,974.11
5600 11 CR.VA.OFFC 60100 00000 041A - \$1,065.31
5600 11 FL.VI.IDES 49000 00000 051C - \$521.70
5600 11 SC.VA.INST 67700 00000 041A - \$1,459.40

Thank you!
Tatyana

From: Deleon, Katie <deleonK@CRC.losrios.edu>
Sent: Tuesday, February 1, 2022 4:19 PM
To: Taylor, Jennifer <TaylorJ@flc.losrios.edu>
Cc: Zabegalin, Tatyana <ZabegaT@losrios.edu>
Subject: RE: SeSac- Consolidated invoice for \$5,020.52 PRIOR YEAR PO 1114629

Hi Jen,

The budget for CRC is OK. I just sent a budget entry to Fiscal Services to cover this. Thanks.

Katie



Katie DeLeon
Business Services Supervisor
Phone (916) 691-7193
Web www.crc.losrios.edu
Email deleonK@crc.losrios.edu
8401 Center Parkway Sacramento, CA 95823

From: Zabegalin, Tatyana <ZabegaT@losrios.edu>
Sent: Tuesday, February 1, 2022 11:04 AM
To: Taylor, Jennifer <TaylorJ@flc.losrios.edu>; San Juan, Isolina <SanJuaI@arc.losrios.edu>; Deleon, Katie <deleonK@CRC.losrios.edu>; Voda, Valeriy <VodaV@losrios.edu>; Chavez, Augustine <ChavezA@flc.losrios.edu>; Gallowglas, Robin <GallowR@scc.losrios.edu>; Ruggles, Jamie <RuggJ@losrios.edu>
Cc: Seyed Kermanshahi, Shaghayegh <seyedaS@losrios.edu>; San Juan, Isolina <SanJuaI@arc.losrios.edu>; Deleon, Katie <deleonK@CRC.losrios.edu>; Voda, Valeriy <VodaV@losrios.edu>; Chavez, Augustine <ChavezA@flc.losrios.edu>; Gallowglas, Robin <GallowR@scc.losrios.edu>; Ruggles, Jamie <RuggJ@losrios.edu>
Subject: RE: SeSac- Consolidated invoice for \$5,020.52 PRIOR YEAR PO 1114629

Hello Jennifer,

Please could you process PO for this year? Please let me know what I should do.

Thank you Robin! So, we can use the same budget , correct?

Isolina and Katie,
Please could you confirm the budgets for this PO?

Purchase Order Inquiry

Purchase Order

Business Unit: GENFD

PO ID: 000114629

PO Status: Compl

Budget Status: Valid

Header

PO Date: 03/03/2021

Doc Tot Status: Valid

Supplier Name: SESAC INC-001

Supplier ID: 000000000

Buyer: Brenda Henry

PO Reference: 1029632 HARMANU HANEYS

Header Details

Activity Summary

Header Comments...

Document Status

Actions

Amount Summary

Merchandise: 4,726.74

Freight/Tax/Misc.: 0.00

Total: 4,726.74 USD

Encumbrance Balance: 0.00 USD

Doc Backorder Status: Not Backordered

Receipt Status: Not Received

Hold From Further Processing

Lines

Line

Item ID

Item Description

Category

PO Qty UOM

Merchandise Amount

Status

First

1-4 of 4

First

Last

1

MUSIC PERFORMANCE LICENSE FOR

FEES

1.0000 EA

1,374.00 USD

Closed

2

MUSIC PERFORMANCE LICENSE FOR

FEES

1.0000 EA

491.18 USD

Closed

3

MUSIC PERFORMANCE LICENSE FOR

FEES

1.0000 EA

1,002.97 USD

Closed

4

MUSIC PERFORMANCE LICENSE FOR

FEES

1.0000 EA

1,858.59 USD

Closed

Thank you!

Tatyana

From: Gallowglas, Robin <GallowR@scc.losrios.edu>
Sent: Tuesday, February 1, 2022 10:56 AM
To: Zabegalin, Tatyana <ZabegaT@losrios.edu>; Ruggles, Jamie <BugleJ@losrios.edu>
Cc: Seyeda Kermanshahi, Shaghayegh <SeyedaS@losrios.edu>; San Juan, Isolina <SanJuaI@arc.losrios.edu>; Deleon, Katie <deleonK@CRC.losrios.edu>; Voda, Valeriy <VodaV@losrios.edu>; Chavez, Augustine <ChavezA@flc.losrios.edu>
Subject: RE: SeSac- Consolidated invoice for \$5,020.52 PRIOR YEAR PO 1114629

It looks like last year, FLC completed the requisition. SCC budget used last year:

GL Unit	Account	Fund	Dept	Program	Class	PC Bus Unit	Project
GENFD	5601	11	SC.VA.INST	67700	00000		041A

Robin Gallowglas
Interim Business Services Supervisor
Sacramento City College
916-5582328

From: Zabegalin, Tatyana
Sent: Tuesday, February 1, 2022 10:46 AM
To: Ruggles, Jamie <BugleJ@losrios.edu>
Cc: Seyeda Kermanshahi, Shaghayegh <SeyedaS@losrios.edu>; San Juan, Isolina <SanJuaI@arc.losrios.edu>; Deleon, Katie <deleonK@CRC.losrios.edu>; Gallowglas, Robin <GallowR@scc.losrios.edu>; Voda, Valeriy <VodaV@losrios.edu>; Chavez, Augustine <ChavezA@flc.losrios.edu>
Subject: FW: SeSac- Consolidated invoice for \$5,020.52 PRIOR YEAR PO 1114629

Hello Jamie,

This invoice is very similar to BMI General Licensing Invoice that we just processed.
Please could we set up PO for the current year?

The budget 5601 11 FL.VA.IDES 04900 00000 051A - \$1066.00 might be used for FLC.

Thank you!
Tatyana

From: Seyeda Kermanshahi, Shaghayegh <SeyedaS@losrios.edu>
Sent: Tuesday, February 1, 2022 9:19 AM
To: Deleon, Katie <deleonK@CRC.losrios.edu>; San Juan, Isolina <SanJuaI@arc.losrios.edu>; Zabegalin, Tatyana <ZabegaT@losrios.edu>; Gallowglas, Robin <GallowR@scc.losrios.edu>
Subject: SeSac- Consolidated invoice

Good morning ladies,

Please review the attached and advise how to proceed with payment.

Thank you

Shaghayegh Kermanshahi
Interim Accountant- Business Services
Folsom Lake College | 10 College Parkway, Folsom CA 95630
916-568-3047
SeyedaS@losrios.edu

|