TO: Members of the Governing Board

SUBJECT: PURCHASE ORDER TO WEIDNERCA FOR WAYFINDING SIGNAGE FOR BUILDING 600

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY:

Board ratification is requested for award of a Purchase Order to WeidnerCA to produce wayfinding signage for Building 600. The scope of work includes design, manufacture, and installation of wayfinding signage in Building 600 to provide better direction throughout the building.

STUDENT SUCCESS IMPACT:

☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Renovating existing instructional space and equipment.

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SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

A proposal was requested only from WeidnerCA, since the firm provided the original signage for the building in the recent renovation project. To achieve an exact match of the signs, it is most cost effective and expedient to have WeidnerCA manufacture and install these additional signs. The PO for this work has been issued to WeidnerCA and this is a request for ratification of the issuance of that Purchase Order and authorization to proceed with the work.

The Governing Board is asked to ratify the Purchase Order with WeidnerCA in the amount of $2,221.79.

The Purchase Order is available online at: http://www.solano.edu/measureq/planning.php.
**Per Est #Z10051-2 dated 10/20/2015**

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**Project:** Building 600 Admin. Building Renovation

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**DIR-1 Directory 1 (24"x32") - 1/4" P95 acrylic with subsurface background color & surface vinyl copy; flag mounted back-to-back**

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<th>Quantity</th>
<th>Unit Cost</th>
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**DIR-2 Directory 2 (24"x8") - 1/4" P95 acrylic with**

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**Send Billing Invoice to:**

Solano Community College  
ATTN: Accounts Payable BOND  
PLEASE EMAIL TO:  
accountspayablebond@solano.edu

**Ship to:**

Measure G B600 - Jason Yi  
4000 Suisun Valley Road  
Bldg 1900  
Fairfield CA 94534

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**Buyer:** Laura Scott  
**Vendor Fax:** 916-452-3331

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**Requisition No.** R0011634

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**TOTAL:** CONTINUED

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**GENERAL TERMS AND CONDITIONS**

* Prior approval must be made for price increase, shipping charge, any deviation from items ordered and delays in shipping past 45 days from order.
* District does not pay on statements, please invoice via email to: accountspayablebond@solano.edu. PHONE 707-864-7000 X4370.
* Deliveries must be made at the District Warehouse, address above. Warehouse hours are 8:00 AM to 4:30 PM, Monday through Friday, except holidays. WAREHOUSE TELEPHONE (707) 864-7000 EXT. 4434.
* Shipment must be prepaid unless otherwise noted. Shipping lists with PO number must be included.
* Items ordered must meet CAL-OSHA Regulations in effect on date of shipment.
* The District reserves the right to cancel and/or return items at shipper's cost for any items delivered not meeting the terms, conditions, and specifications of the purchase order.

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**APPROVED:**

Yulian Ligioso  
Vice President of Finance and Administration

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**VENDOR COPY**
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<th>Description</th>
<th>Quantity</th>
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<td>Per second line on Est #Z10051-2</td>
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