

PS31127-R-002-P
RUN DATE: 08/13/04
RUN TIME: 14:50

PURCHASING/ACCOUNTS PAYABLE SYSTEM
REQUISITION AND ADDON LISTING

PAGE: 1

T889231

PURCHASE REQUISITION

DATE ENTERED: 08/13/04

*** FOR 03-05 BIENN ***

474 8/18

BUDGET# 62-0620 SHAREZ
DEPT: MICRO LEIGH RESEARCH
DEL NO LATER THAN 00/00/00
TECH CONTACT bbrian@u.
PHONE 543-0177
DELIVER TO:
DEPT. OF MICROBIOLOGY
HSB RM. 1324, UNIV. OF WASHINGTON
SEATTLE WA 98195-0000
BOX: 357242
ATTN: BRIAN MOORE
ASSIGNED TO CHRIS PAYNE

* INVOICE
* BOX NUMBER
* 357242

READY
TO
FILE

PURCHASE ORDER

SIGNED BY: *mp* * PRI GA NSF : 39.29 : 286.20 : 143:105 : OTHER *
** GRAND
* TOTAL \$ 4,380.29 *
FOR 1 IT

GENERAL COMMENTS:

quote #080504A attached.
Tax-exempt request information:
This equipment provides an anaerobic environment
to keep alive the organism this lab is studying.
The chamber has a useful life of 5-15 years, and b
comes useless when it leaks too much of the
desired gases and the oxygen level increases.
This equipment will be used for 100% of its life.

Hold for tax cut

fx 734-275-1846

REQUISITION-HISTORY

STATUS	PERFORMED	BY	ACTION
090: PERFORM ENCUMBRANCE	08/13/04 9:15	SUSAN HARMON	ENCUMBERED
100: PERFORM REQUISITION APPROVAL	08/13/04 13:23	NEIDA ACUARIO	APPROVED
110: AWAITING ATTACHMENTS AT PURCHA	08/13/04 13:33	GENEVIEVE BARNEY	COLLECTED
300: OBTAIN EQUIPMENT INVENTORY APP	08/13/04 14:11	HEIDI GUSTAFSON	ON HOLD
300: OBTAIN EQUIPMENT INVENTORY APP	08/13/04 14:12	HEIDI GUSTAFSON	APPROVED
400: BUYER TO BE ASSIGNED	08/13/04 14:49	GENEVIEVE BARNEY	ASSIGNED TO SCI
500: RELEASED TO BUYER	08/13/04 14:49	GENEVIEVE BARNEY	RELEASED TO SCI

SOLE SOURCE JUSTIFICATION

PS31127-R-002-P
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REQUISITION AND ADDON LISTING

PAGE: 2

7889231

PURCHASE REQUISITION

DATE ENTERED: 08/13/04

*** FOR 03-05 BIKNN ***

PREPARED BY
BRIAN MOORE

543-0177

Coy is the only company that carries this specific
chamber. This is the type of chamber we currently
use in the laboratory and we need this same type
to be consistent.
Added by Susan Harmon:
see order in 1998 on P0654612 for the identical
chamber.

match existing - compatibility

I concur
and

PURCHASE REQUISITION

DATE ENTERED: 08/13/04

*** FOR 03-05 RIENN ***

VENDOR VENDOR-NUMBER 109244-02
COY LAB PROD INC

14500 COY DR

ATTN:

GRASS LAKE

MT 19240-0000

WHITTEN ORDER

PHONE ORDER

CONFIRMING P.O.

DATE

PLACED BY

DELIVERY

F.O.B.

SHIP VIA

TERMS

VENDOR CONTACT

ITEM G/C COM-CODE DESCRIPTION:

QUANTITY UNIT	UNIT PRICE	ITEM PRICE OR SR-SS
1.00 lot	1,026.000	4,380.29 06 90 00

Anaerobic chamber with base&frame, shelves, and
lamp per quote 080504A, the parts cannot be used
separately nor for other purposes.
Catalog 7050010, 7090000, 6595000, 7001140 resp.

ADDON DATA FOR BUDGETS:

62-8620 NIEI PROTEINS

LEIGH, JOHN A.

FUNDING SOURCE

CLASSIFICATION

CONTRACT

62-9488 NIEI REG IN METHANOCOC

LEIGH, JOHN A.

FUNDING SOURCE

CLASSIFICATION

CONTRACT

START: 01/01/04

END: 12/31/07

SHARE-% 33

SHARE-\$

TASK OPTION PROJECT:

0.00

START: 07/15/03

END: 06/30/05

SHARE-% 33

SHARE-\$

TASK OPTION PROJECT:

0.00

START: 09/15/01

END: 09/14/05

SHARE-% 34

SHARE-\$

TASK OPTION PROJECT:

0.00

LEIGH, JOHN A.

62-8661

PS31127-R-002-P
RUN DATE: 08/13/04
RUN TIME: 14:50

PURCHASING/ACCOUNTS PAYABLE SYSTEM
REQUESTION AND ADDON LISTING

PAGE: 4

T889231

PURCHASE REQUESTION

DATE ENTERED: 08/13/04

*** FOR 03-05 HJENN ***

FUNDING SOURCE
CLASSIFICATION
CONTRACT

DEPARTMENT OF ENERGY
DE-FG03-01ER15252, A001

COY LABORATORY PRODUCTS INC.

14500 Coy Drive • Grass Lake, MI 49240 • Ph: 734-475-2200
 Fx 734-475-1848 • E-mail: sales@coylab.com • www.coylab.com

Brian Moore, PhD
 Washington University
 Microbiology Dept., HSB Rm F324

PH: 206-543-0177
 Fx:

Date: August 10, 2004
 Quote #: 080504A
 Shipping: F.O.B. Factory

E-mail: bbrian@u.washington.edu

Line #	Qty	Est. Del. 4-6 weeks	Terms Net 30	Ship Via Truck	Cost
1	1	7050010		ea	\$2,645.00
Type B Replacement Chamber					
2	1	7090000		ea	\$591.00
Base and Frame (96" x 36")					
3	1	6595000		ea	\$239.00
28" Shelves					
4	1	7001140		ea	\$551.00
Lamp, Fluorescent (4') External Mount					

4,026.00

Warranty: 12 months Parts & Labor
 Expiration Date: 11/01/04
Visa and MasterCard Orders Now Accepted

YOUR AREA REPRESENTATIVE

Wayne Sabo
 206-282-2259

Kevin Coy
 Ordering Department

attach

PO 889231

University of Washington Purchasing Dept.

BUYERS PURCHASE DOCUMENTATION

REQUISITION
889231

I. Consent for Purchase (if required)

☐ Modify/Amend

- ☐ Regents item or other delegation (approval attached)
☐ Other (see attached)
☐ Within DIS Direct Buy Authority

SOLE SOURCE

☐ Medical/Surgical Decision/Prescription item

☐ Master Contract/Price Agreement

Type: _____

No.: _____

Exp. Date: _____

☒ Sole Source Justification by note on requisition

☐ Sole Source Statement dated _____ (attached)

☐ Replacement or repair parts for existing equipment

☒ Compatible with current equipment

☐ Continuity of Research

☒ Original equipment manufacturer

☐ Extension of existing contract - other

☐ Only single offer received after competitive solicitation

☐ Other: _____

COMPETITIVE

☐ Competition. (Bid/Quote/RFP) (check below)

☐ Vendor list attached

☐ Solicitation attached

☐ Recap attached

☐ Documentation filed with Master

Contract/Price Agreement

Type: _____

No.: _____

Exp. Date: _____

☐ Extension of existing competitive contract
Exp. Date: _____

III. Price considered fair and reasonable based on:

☐ Documentation filed with Master Contract/Price Agreement

☒ Buyer knowledge of market and T&C 27 (order under \$10,000)

☐ Buyer knowledge of market and catalog or published price list for commercial items less than \$25,000 UNIT price
(copy attached or reference list #/date _____), or Price Warranty Checklist

☐ Price analysis/comparisons/independent estimates for commercial items

☐ Cost analysis (custom/non-commercial items, or no price analysis available)

IV. Contract Clause Check List

☐ Flow-down not required

☒ Flow-down clauses attached to contract ☒ for commercial items or ☐ for non-commercial R & D (Requires Asst. Director approval at all dollar amounts above the "direct buy" limit) AND:

☐ a. Contractor certification for Debarment and Suspension attached
(required over \$25,000 for contracts; over \$100,000 for grants)

☐ b. Contractor certifications for Lobbying, and Clean Air/Water attached (required over \$100,000)

V. MWBE participation/SDB

☐ MIR for competitive solicitations attached

☐ Documentation filed with contract

☒ Exclusion logging completed or automatic by object code

VI. Review Check List/Signatures

Total order amount \$ 4026 Amendment amount \$ _____

☒ Buyer Authority (\$6,000 Buyer I)(\$15,000 Buyer II)(\$25,000 Buyer III) Cup Date 8/6/04

☐ Over Buyer Authority - Manager (to \$50,000) _____ Date _____

☐ Over Manager Authority - Assistant Director _____ Date _____

☐ Over \$750,000 - Director _____ Date _____

E&l00&a10L&l1E0U0u0p16.67h12v0s0b3t1Q

08/16/04 889231

PURCHASE ORDER

NIFI PROTEINS 357242
ATTN: BRIAN MOORE
DEPT. OF MICROBIOLOGY
HSB RM. F324, UNIV. OF WASHINGTON
SEATTLE WA 98195

COY LAB PROD INC

NET 30 DAYS
DEST, PREPAY/ADD
BEST WAY
09/24/04

PAGE 2

Shipping Note:

The Purchase order number must be referenced and visible on the outside shipping label of each package or box or this order may be refused by, and at no cost to, the University.

The following Terms and Conditions shall apply to this order. In the event of a conflict, the following priority shall apply:

1. Face of the purchase order.
2. Federal Government Terms and Conditions REV. 06/2003 (7.1.3B attached).
3. General Terms and Conditions (reverse).
4. QUOTE #080804A DATED 8-10-04

ATTACHMENT(S)

62-8620

109244-02

889231

CHRIS PAYNE

543-7032



State of Washington
Department of Revenue

Payne

MANUFACTURER'S SALES AND USE TAX EXEMPTION CERTIFICATE

Type of Certificate

☒ Single Use Certificate

☐ Blanket Certificate (must be renewed every four years)

Invalid after _____

1. Buyer/User UBI/Revenue Registration No. 178 019 988

2. Name of Buyer/User University of Washington

3. Address of Buyer/User 3917 University Way N.E.

Street Address

Seattle, WA 98195-1120

City, State, Zip Code

4. Name of Seller

Coy Lab Products

(UW 889231)

The buyer/user certifies that it is engaged in manufacturing or processing for hire activities and that the items purchased will be used directly in a manufacturing or processing for hire operation. A single use certificate must be used each time an exempt item is purchased. **The seller must keep a copy of the certificate for his/her records.**

To be considered "used directly" in a manufacturing operation or research and development operation, the machinery and equipment must:

- ◆ Act upon or interact with an item of tangible personal property;
- ◆ Convey, transport, handle, or temporarily store an item of tangible personal property at the manufacturing site;
- ◆ Control, guide, measure, verify, align, regulate, or test tangible personal property;
- ◆ Provide physical support for or access to tangible personal property;
- ◆ Produce steam or mechanical power for, or lubricate machinery and equipment;
- ◆ Produce another item of tangible personal property for use in the manufacturing operation or research and development operation;
- ◆ Place tangible personal property in the container, package, or wrapping in which the tangible personal property is normally sold or transported;
- ◆ Be integral to research and development as defined in RCW 82.63 010; or
- ◆ Be for repair and replacement parts or repair and cleaning labor for eligible items.

The sales and use tax exemption does not include:

- ◆ Consumable items;
- ◆ Hand-powered tools;
- ◆ Property with a useful life of less than one year;
- ◆ Building fixtures that are not integral to the manufacturing operation that are permanently affixed to and become a physical part of a building. This includes utility systems for heating, ventilation, air conditioning, communications, plumbing, or electrical.

➤ This certificate is given with full knowledge of, and subject to, the legally prescribed penalties for fraud and tax evasion.

Do not attach to the Combined Excise Tax Return.

*Authorized Agent of Buyer/User (please print) Cynthia Gregovich

Authorized Signature

Cynthia Gregovich

Title Property Manager

Date

8-7-04

For tax assistance, visit <http://dor.wa.gov> or call (800) 647-7706. To inquire about the availability of this document in an alternate format for the visually impaired, please call (360) 486-2342. Teletype (TTY) users may call (800) 451-7985.

REV 27 0021e (fill-in) (11/21/00)



UNIVERSITY OF WASHINGTON

PURCHASE ORDER

DELIVERY
RESTRICTIONS:
See #4 on reverse

Date		Purchase Order Number
08/18/04	CMP	889231
Ship To:		
MIFI PROTEINS 357242		
ATTN: BRIAN MOORE		
DEPT. OF MICROBIOLOGY		
HSB RM. F324, UNIV. OF WASHINGTON		
SEATTLE WA 98195		

TO:
COY LAB PROD INC
14500 COY DR
GRASS LAKE MI 49240Terms: NET 30 DAYS
FOB: DEST, PREPAY/ADD
Via: BEST WAY
Delivery Date: 09/24/04 (Except as noted below*)THIS ORDER IS SUBJECT TO THE GENERAL TERMS AND
CONDITIONS AS PRESENTED ON REVERSE SIDE
HEREOF AND AS SET FORTH HEREIN.

Item No.	Description	Quantity	Unit	Unit Price	Del. Date*
	ATTN: KEVIN COY ***** DELIVERY: 2-4 WEEKS ARO PLUS SHIPPING TIME ESTIMATED DELIVERY 9-24-04 OR SOONER ***** NOTE: THIS ORDER IS TAX EXEMPT. COPY OF SINGLE USE TAX EXEMPT CERTIFICATE PROVIDE FOR YOUR RECORDS. 001 Anaerobic chamber with base & frame, shelves plus lamp per quote 080504A. The parts cannot be used separately or for other purposes. COST BREAKDOWN: 7050010 REPLACEMENT CHAMBER @ \$2,645 7090000 BASE & FRAME 591 6595000 28" SHELVES 239 7001140 EXTERNAL MOUNT LAMP 4" 551 TOTAL \$4,026 1 lot PURCHASE ORDER NOT TO EXCEED \$4,026.00 DEPT CONTACT: BRIAN MOORE @ 206-543-0177 OR EMAIL: BBRIAN@U.WASHINGTON.EDU (CONTINUED)				

BILLING INSTRUCTIONS: Mail two (2) copies of invoice(s) to: ACCOUNTS PAYABLE 3917 UNIVERSITY WAY N.E. UNIVERSITY OF WASHINGTON SEATTLE, WA 98105-6692	PAYMENT QUESTIONS: Call ACCOUNTS PAYABLE at (206) 543-4500 FAX (206) 685-8018
---	---

All other correspondence to:
PURCHASING DEPARTMENT
UNIVERSITY OF WASHINGTON
BOX 351110
SEATTLE, WA 98195-1110

109244-02

62-8620

NOTE: Refer to our Purchase Order Number
889231
on All correspondence.Purchasing
Agent

CHRIS PAYNE (206) 543-7032

PURCHASING



UNIVERSITY OF WASHINGTON

PURCHASE ORDER

DELIVERY
RESTRICTIONS:
See #4 on reverseSHIP TO:
NIFI PROTEINS
ATTN: BRIAN MOORE
DEPT. OF MICROBIOLOGY
HSB RM. F324, UNIV. OF WASHINGTON
SEATTLE WA 98195
357242TO:
COV LAB PROD INCTerms: NET 30 DAYS
FOB: DEST, PREPAY/ADD
Via: BEST WAY
Delivery Date: 09/24/04 (Except as noted below*)THIS ORDER IS SUBJECT TO THE GENERAL TERMS AND
CONDITIONS AS PRESENTED ON REVERSE SIDE
HEREOF AND AS SET FORTH HEREIN.

Item No.	Description	Quantity	Unit	Unit Price	Del. Date*
	PAGE 2 NOTE: The attached Federal Government Terms and Conditions (REV. 06/2003), as well as the Terms and Conditions on the reverse side, are a part of this purchase order. Shipping Note: The Purchase order number must be referenced and visible on the outside shipping label of each package or box or this order may be refused by, and at no cost to, the University. The following Terms and Conditions shall apply to this order. In the event of a conflict, the following priority shall apply: 1. Face of the purchase order. 2. Federal Government Terms and Conditions REV. 06/2003 (7.1.3B attached). 3. General Terms and Conditions (reverse). 4. QUOTE #080804A DATED 8-10-04 ATTACHMENT(S)				

BILLING INSTRUCTIONS:
Mail two (2) copies of invoice(s) to:
ACCOUNTS PAYABLE
3917 UNIVERSITY WAY N.E.
UNIVERSITY OF WASHINGTON
SEATTLE, WA 98105-6692
PAYMENT QUESTIONS:
Call ACCOUNTS PAYABLE
at (206) 543-4500
FAX (206) 685-8018**All other correspondence to:**
PURCHASING DEPARTMENT
UNIVERSITY OF WASHINGTON
BOX 351110
SEATTLE, WA 98195-1110

109244-02

62-8620

NOTE: Refer to our Purchase Order Number

Purchasing
Agent

889231

on All correspondence.

CHRIS PAYNE

(206) 543-7032

University of Washington Purchasing Dept.

BUYERS PURCHASE DOCUMENTATION

#	REQUISITION
	5589231

Consent for Purchase (if required)

☐ Modify/Amend

- ☐ Regents item or other delegation (approval attached)
- ☐ Other (see attached)
- ☐ Within DIS Direct Buy Authority

SOLE SOURCE

II. Basis for Vendor Selection

- ☐ Medical/Surgical Decision/Prescription item
- ☐ Master Contract/Price Agreement

Type: _____

No.: _____

Exp. Date: _____

- ☒ Sole Source Justification by note on requisition
- ☐ Sole Source Statement dated _____ (attached)
- ☐ Replacement or repair parts for existing equipment
- ☐ Compatible with current equipment
- ☐ Continuity of Research
- ☒ Original equipment manufacturer
- ☐ Extension of existing contract - other
- ☐ Only single offer received after competitive solicitation
- ☐ Other: _____

COMPETITIVE

II. Basis for Vendor Selection

- ☐ Competition. (Bid/Quote/RFP) (check below)
 - ☐ Vendor list attached
 - ☐ Solicitation attached
 - ☐ Recap attached
 - ☐ Documentation filed with Master Contract/Price Agreement
- Type: _____
- No.: _____
- Exp. Date: _____
- ☐ Extension of existing competitive contract
- Exp. Date: _____

III. Price considered fair and reasonable based on:

- ☐ Documentation filed with Master Contract/Price Agreement
- ☒ Buyer knowledge of market and T&C 27 (order under \$10,000)
- ☐ Buyer knowledge of market and catalog or published price list for commercial items less than \$25,000 UNIT price (copy attached or reference list #/date _____), or Price Warranty Checklist
- ☐ Price analysis/comparisons/independent estimates for commercial items
- ☐ Cost analysis (custom/non-commercial items, or no price analysis available)

IV. Contract Clause Checklist

- ☐ Flow-down not required
- ☒ Flow-down clauses attached to contract ☒ for commercial items or ☐ for non-commercial R & D (Requires Asst. Director approval at all dollar amounts above the "direct buy" limit) AND:
 - ☐ a. Contractor certification for Debarment and Suspension attached (required over \$25,000 for contracts; over \$100,000 for grants)
 - ☐ b. Contractor certifications for Lobbying, and Clean Air/Water attached (required over \$100,000)

V. MWBE participation/SDB

- ☐ MIR for competitive solicitations attached
- ☐ Documentation filed with contract
- ☒ Exclusion logging completed or automatic by object code

VI. Review Checklist/Signatures

Total order amount \$ 4026. = Amendment amount \$ _____

- ☒ Buyer Authority (\$6,000 Buyer I)(\$15,000 Buyer II)(\$25,000 Buyer III) _____ Date 7-18-04
- ☐ Over Buyer Authority - Manager (to \$50,000) _____ Date _____
- ☐ Over Manager Authority - Assistant Director _____ Date _____
- ☐ Over \$750,000 - Director _____ Date _____

08/18/04

889231

PURCHASE ORDER

NIFI PROTEINS
ATTN: BRIAN MOORE 357242
DEPT. OF MICROBIOLOGY
HSB RM. F324, UNIV. OF WASHINGTON
SEATTLE WA 98195

COY LAB PROD INC
14500 COY DR
GRASS LAKE

NET 30 DAYS
DEST, PREPAY/ADD
BEST WAY
09/24/04

MI 49240

ATTN: KEVIN COY

DELIVERY: 2-4 WEEKS ARO PLUS SHIPPING TIME
ESTIMATED DELIVERY 9-24-04 OR SOONER

NOTE: THIS ORDER IS TAX EXEMPT. COPY OF SINGLE
USE TAX EXEMPT CERTIFICATE PROVIDE FOR YOUR
RECORDS.

001 Anaerobic chamber with base & frame, shelves plus
lamp per quote 080504A. The parts cannot be used
separately or for other purposes.

COST BREAKDOWN:

7050010	REPLACEMENT CHAMBER	@ \$2,645	
7090000	BASE & FRAME	591	
6595000	28" SHELVES	239	
7001140	EXTERNAL MOUNT LAMP 4"	551	
TOTAL		\$4,026	1 lot

PURCHASE ORDER NOT TO EXCEED \$4,026.00

DEPT CONTACT: BRIAN MOORE @ 206-543-0177 OR
EMAIL: BBRIAN@U.WASHINGTON.EDU

(CONTINUED)

62-8620

109244-02

889231

CHRIS PAYNE

543-7032

PURCHASE ORDER

08/18/04

889231

NIFI PROTEINS 357242
ATTN: BRIAN MOORE
DEPT. OF MICROBIOLOGY
HSB RM. F324, UNIV. OF WASHINGTON
SEATTLE WA 98195

COY LAB PROD INC

NET 30 DAYS
DEST, PREPAY/ADD
BEST WAY
09/24/04

PAGE 2

NOTE: The attached Federal Government Terms and Conditions (REV. 06/2003), as well as the Terms and Conditions on the reverse side, are a part of this purchase order.

Shipping Note:

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2. Federal Government Terms and Conditions REV. 06/2003 (7.1.3B attached).
3. General Terms and Conditions (reverse).
4. QUOTE #080804A DATED 8-10-04

ATTACHMENT(S)

62-8620

109244-02

889231

CHRIS PAYNE

543-7032

☐ 43.19 (GA/ERI)
☐ 43.78 Public Printer

I. Purchasing Authority
☐ 39.29 OFM Authority
☐ Non-State Funds-Discretionary
☒ 43.105 DIS Authority
☐ Other _____

II. Pre-Approvals

- ☐ Regents Item or other delegation
☐ EHS Approval/notification required
☐ Animal Care Committee approval
☐ I-TAC approval ☐ DIS/ISB approval
☐ Police Dept Firearm approval
☐ Other: _____

IV. Basis for Vendor Selection☒ **Sole Source**

- ☐ Medical Surgical Decision/Prescription
☐ Sole Source Justification via:
☐ Note on Requisition
☐ Statement attached, dated _____
☐ Replacement/repairs parts
☐ Compatible with current Equipment
☐ Continuity of Research/Service- see previous
 PO# _____

☒ Original Equipment Manufacturer (OEM)

- ☐ Extension: Existing Contract # _____
☐ Only Single offer received after Competitive
 Solicitation

- ☐ Emergency Purchase
☐ Government Agency
☐ Other: _____

VI. Other Purchase Considerations

- ☐ UWMC HIPPA BA Agreement required/attached
☐ Foreign order: Foreign Terrorist website checked
☐ Medical orders: OIG database checked
☒ Exclusion logging completed

FAXed(date): _____

☐ PO ☐ 7.1.3a ☐ 7.1.3b ☐ Quote

III. Competitive Solicitation

- ☐ ITB ☐ RFQ ☐ RFP ☐ RFQAQ
☐ Vendor List attached
☐ Solicitation and terms attached
☐ Vendor Responses attached
☐ Recap of Vendor Responses
☐ Awarded to responsive/responsible Bidder(s)-
 see Recap
☐ Contract attached
☐ Master Contract/Price Agreement
☐ Referenced on PO

No: _____ Exp. Date _____
 Title: _____
☐ Biz Trak (MWBE) notification (attached)
☐ Extension of existing competitive contract
 Exp. Date: _____

V. Price Considered Fair/ Reasonable based on:

- ☐ Adequate Competition
☐ Pricing Documentation filed with Master Contract
 or Pricing Agreement
☒ Buyer knowledge of market AND:
☐ T&C 39B (order to \$10K)
☐ Published Price List for Commercial Items
 (unit price <\$25K and total order <\$250K)
 Dated: _____
 Titled: _____

- ☐ Included in quote (Include Var. 1304 in PO)
☐ Price List on file in Buyer's office
☒ Price Warranty Checklist Attached
 (unit price <\$25K and total order <\$250K)
☐ Price Analysis (sole source commercial item >
 \$25K unit price or > \$250K total contract amount)
☐ Cost Analysis (custom/non-commercial item)

VII. Review Checklist/SignaturesTotal order Amount: \$269,385.43 Prior Amount: \$229,913.43M & A Amount: \$39,372.00**Review/Signature Authority**

☒ Within Buyer/SCM Authority Initials _____ Date: 3/31/08
☐ Within Manager Authority Initials _____ Date: 3/31/08
☐ Within Associate Director Initials _____ Date: _____
☐ Within Director Authority Initials _____ Date: _____
☐ Greater than \$1M (Senior Director) Initials _____ Date: _____
 Buyer 1: \$10k Buyer 2: \$25k or Bid Limit Buyer 3: \$50k or \$125K SCM: \$150 or \$250K Manager: \$500K
 Associate Director: \$750K Director: \$1M

UW Purchasing Department: Purchase Documentation/Checklist

IF THIS ACQUISITION IS FEDERALLY FUNDED PLEASE REFER TO THE FOLLOWING:

THIS SECTION TO BE USED ONLY FOR FEDERALLY FUNDED (CONTRACTS AND GRANTS) PURCHASES:

<input type="checkbox"/> Federally Funded purchase:	
<input type="checkbox"/> Grant funded purchase: attach 7.1.3b grant flowdowns. (If both Grant and Contract funded purchase, attach 7.1.3a contract flowdowns).	
<input type="checkbox"/> Contract funded purchase, attach 7.1.3a contract flowdowns.	
<input type="checkbox"/> Commercial item (must meet one of the following 8 definitions):	
<input type="checkbox"/> 1. Any item(s) available for acquisitions to general public	
<input type="checkbox"/> 2. Any item(s) evolved from previously available to general public item(s) that is not available in the market place, but will be available in time to meet Government solicitation requirements	
<input type="checkbox"/> 3. Item(s) that is offered to public with customization options or need minor customization not generally available to public	
<input type="checkbox"/> 4. Any mix or combination of items mentioned (1,2,3,5) that are customarily sold in combination to public	
<input type="checkbox"/> 5. Services (installation, maintenance, repair, training, other) in support of an item acquired or available to general public	
<input type="checkbox"/> 6. Services that are offered in the marketplace in substantial quantities at pre-established catalogue or market pricing	
<input type="checkbox"/> 7. Any item/service or combination of items/services above (1-6) that are notwithstanding the fact that an item(s)/service(s) is transferred between separate divisions, subsidiaries, or affiliates of a contractor	
<input type="checkbox"/> 8. A non-developmental item developed and offered to multiple governmental entities by private entity	
Note: For more details for above definitions please refer to FAR 2.101	
<input type="checkbox"/> Non-Commercial R&D items	
<input type="checkbox"/> Assoc. Director's approval required if order total exceeds "direct buy" limit	
<input type="checkbox"/> Certs & Reps: >\$25K Federal grant –or- contract	
<input type="checkbox"/> Dynamic Small Business Search printout attached: >\$100K Fed contract, for competitive and non-competitive purchases	
<input type="checkbox"/> Small Business Subcontracting Plan: >\$550K Federal contract	
<input type="checkbox"/> Certified Cost or Pricing data: sole source, non-commercial item >\$550K Federal contract	

John Lowdon

From: "Francesca Mintle" <fmintle@u.washington.edu>
To: "John Lowdon" <jlowdon@u.washington.edu>
Sent: Monday, March 31, 2008 10:27 AM
Subject: Re: Requisition 899231 - GE

Hi John,

Yes please encumber \$3281 plus an additional amount enough to cover through to December 08.

Thanks!
Frankie

----- Original Message -----

From: "John Lowdon" <jlowdon@u.washington.edu>
To: "Francesca Mintle" <fmintle@u.washington.edu>
Sent: Monday, March 31, 2008 10:24 AM
Subject: Requisition 899231 - GE

Hi Frankie:

AP has forwarded an ATA for GE invoice #01-000005875 dated 2/21/08 in the amount of \$3,281 before tax.

The PO is also over expended by \$3,281. May I encumber additional funds to cover this amount and perhaps future charges against this PO?

Thanks, John

UW Purchasing Department: Purchase Documentation/Checklist

Contract/Solicitation Number/Req # 899231 ☒ **Modify / Amend**

I. Purchasing Authority

- ☐ 43.19 (GA/ERI) ☐ 39.29 OFM Authority ☒ 43.105 DIS Authority
☐ 43.78 Public Printer ☐ Non-State Funds-Discretionary ☐ Other _____

II. Pre-Approvals

- ☐ Regents Item or other delegation
☐ EHS Approval/notification required
☐ Animal Care Committee approval
☐ I-TAC approval ☐ DIS/ISB approval
☐ Police Dept Firearm approval
☐ Other: _____

III. Competitive Solicitation

- ☐ ITB ☐ RFQ ☐ RFP ☐ RFQ
☐ Vendor List attached
☐ Solicitation and terms attached
☐ Vendor Responses attached
☐ Recap of Vendor Responses
☐ Awarded to responsive/responsible Bidder(s)- see Recap
☐ Contract attached
☐ Master Contract/Price Agreement
☐ Referenced on PO
Title: _____
No: _____ **Exp. Date** _____
☐ Biz Trak (MWBE) notification (attached)
☐ Extension of existing competitive contract
Exp. Date: _____

IV. Basis for Vendor Selection

- ☒ **Sole Source**
☐ Medical Surgical Decision/Prescription
☐ Sole Source Justification via:
☐ Note on Requisition
☐ Statement attached, dated _____
☐ Replacement/repairs parts
☒ Compatible with current Equipment
☐ Continuity of Research/Service- see previous PO# _____
☒ Original Equipment Manufacturer (OEM)
☐ Extension: Existing Contract # _____
☐ Only Single offer received after Competitive Solicitation
☐ Emergency Purchase
☐ Government Agency
☐ Other: _____

V. Price Considered Fair/ Reasonable based on:

- ☐ Adequate Competition
☐ Pricing Documentation filed with Master Contract or Pricing Agreement
☒ Buyer knowledge of market AND:
☐ T&C 39B (order to \$10K)
☐ Published Price List for Commercial Items (unit price <\$25K and total order <\$250K)
Dated: _____
Titled: _____
☐ Included in quote (Include Var.1304 in PO)
☐ Price List on file in Buyer's office
☒ Price Warranty Checklist Attached (unit price <\$25K and total order <\$250K)
☐ Price Analysis (sole source commercial item > \$25K unit price or > \$250K total contract amount)
☐ Cost Analysis (custom/non-commercial item)

VI. Other Purchase Considerations

- ☐ UWMC HIPPA BA Agreement required/attached
☐ Foreign order: Foreign Terrorist website checked
☐ Medical orders: OIG database checked
☒ Exclusion logging completed

FAXed(date): _____

☐ PO ☐ 7.1.3a ☐ 7.1.3b ☐ Quote

VII. Review Checklist/Signatures

Total order Amount: \$271,181.37 **Prior Amount:** \$260,285.43 **M & A Amount:** \$10,895.94
Review/Signature Authority RM

- ☒ Within Buyer/SCM Authority Initials _____ **Date:** 4/14/08
☐ Within Manager Authority Initials _____ **Date:** 4/16/08
☐ Within Associate Director Initials _____ **Date:** _____
☐ Within Director Authority Initials _____ **Date:** _____
☐ Greater than \$1M (Senior Director) Initials _____ **Date:** _____

Buyer 1: \$10K **Buyer 2:** \$25K or Bid Limit **Buyer 3:** \$50K or \$125K **SCM:** \$150 or \$250K **Manager:** \$500K
Associate Director: \$750K **Director:** \$1M

UW Purchasing Department: Purchase Documentation/Checklist

IF THIS ACQUISITION IS FEDERALLY FUNDED PLEASE REFER TO THE FOLLOWING:

THIS SECTION TO BE USED ONLY FOR FEDERALLY FUNDED (CONTRACTS AND GRANTS) PURCHASES:

- ☐ Federally Funded purchase:
 - ☐ **Grant funded purchase:** attach 7.1.3b grant flowdowns. (If both Grant and Contract funded purchase, attach 7.1.3a contract flowdowns).
 - ☐ **Contract funded purchase,** attach 7.1.3a contract flowdowns.
 - ☐ Commercial item (must meet one of the following 8 definitions):
 - ☐ 1. Any item(s) available for acquisitions to general public
 - ☐ 2. Any item(s) evolved from previously available to general public item(s) that is not available in the market place, but will be available in time to meet Government solicitation requirements
 - ☐ 3. Item(s) that is offered to public with customization options or need minor customization not generally available to public
 - ☐ 4. Any mix or combination of items mentioned (1,2,3,5) that are customarily sold in combination to public
 - ☐ 5. Services (installation, maintenance, repair, training, other) in support of an item acquired or available to general public
 - ☐ 6. Services that are offered in the marketplace in substantial quantities at pre-established catalogue or market pricing
 - ☐ 7. Any item/service or combination of items/services above (1-6) that are notwithstanding the fact that an item(s)/service(s) is transferred between separate divisions, subsidiaries, or affiliates of a contractor
 - ☐ 8. A non-developmental item developed and offered to multiple governmental entities by private entity
- Note: For more details for above definitions please refer to FAR 2.101
- ☐ Non-Commercial R&D items
 - ☐ Assoc. Director's approval required if order total exceeds "direct buy" limit
 - ☐ Certs & Reps: >\$25K Federal grant --or- contract
 - ☐ Dynamic Small Business Search printout attached: >\$100K Fed contract, for competitive and non-competitive purchases
 - ☐ Small Business Subcontracting Plan: >\$550K Federal contract
 - ☐ Certified Cost or Pricing data: sole source, non-commercial item >\$550K Federal contract

John Lowdon

From: "Francesca Mintle" <fmintle@u.washington.edu>
To: "John Lowdon" <jlowdon@u.washington.edu>
Cc: "Strickland, Andrew" <astrick@u.washington.edu>
Sent: Friday, April 04, 2008 7:05 AM
Subject: Re: Added maintenance to PO 899231

Hi John,

I would guess it needs a new line item. This is maintenance we are getting for the purchase of exam license. The \$65k below is the capital po we purchased the license on however we do not have maintenance covered on that capital po. We are supposed to keep the purchase separate from the maintenance.

It would be nice to add it to PO 899231 because that is our maintenance PO with GE and helps keep it all in one place. Can we make it good to December 08 for now? What do you think?

thx!
 Frankie

----- Original Message -----
From: John Lowdon
To: Francesca Mintle
Cc: Strickland, Andrew
Sent: Thursday, April 03, 2008 3:55 PM
Subject: Re: Added maintenance to PO 899231

Hi Frankie

Few questions

Will this amount be added to an existing line item or does a new line item need to be created?

How many months @ \$1210.66/mo?

Is this related to the \$65k at the bottom of this email?

Depending on the answers, it may or may not be easier to submit a new requisition

John

----- Original Message -----

From: Francesca Mintle
To: John Lowdon
Cc: Strickland, Andrew
Sent: Thursday, April 03, 2008 1:26 PM
Subject: Added maintenance to PO 899231

Hi John,

Can we add the below maintenance to PO 899231? This is to be added to the monthly maintenance we get from GE.

thx!
 Frankie

----- Original Message -----
From: Colburn, Kellie (GE Healthcare)
To: Francesca Mintle
Sent: Thursday, April 03, 2008 12:53 PM
Subject: FW: Lic Expansion for "Univ of Wash Med Ctr" - Opport. O52ALA000T51

Hello,

\$1,210.66

Kellie

From: Goergen-Jacobs, Annemarie (GE Healthcare)
Sent: Thursday, April 03, 2008 3:44 PM
To: Colburn, Kellie (GE Healthcare); Trinca, Kristin (GE Healthcare)
Cc: Simpson, Richard M (GE Healthcare); Rich, Monique D (GE Healthcare); Michel, Lisa (GE Healthcare)
Subject: RE: Lic Expansion for "Univ of Wash Med Ctr" - Opport. O52ALA000T51

Monthly maintenance is \$1210.66

From: Colburn, Kellie (GE Healthcare)
Sent: Thursday, April 03, 2008 3:41 PM
To: Goergen-Jacobs, Annemarie (GE Healthcare); Trinca, Kristin (GE Healthcare)
Cc: Simpson, Richard M (GE Healthcare); Rich, Monique D (GE Healthcare); Michel, Lisa (GE Healthcare)
Subject: FW: Lic Expansion for "Univ of Wash Med Ctr" - Opport. O52ALA000T51

Can you please provide the monthly amount for maintenance please?

Kellie

4/4/2008

From: Francesca Mintle [mailto:fmmintle@u.washington.edu]

Sent: Thursday, April 03, 2008 3:39 PM

To: Colburn, Kellie (GE Healthcare)

Subject: Re: Lic Expansion for "Univ of Wash Med Ctr" - Opport: 052ALA000751

Hi Kellie,

Can you tell me what the monthly maintenance cost is for this? I think what we will do is add it to our maintenance PO

thx,

Francesca

----- Original Message -----

From: Colburn, Kellie (GE Healthcare)

To: Francesca Mintle

Sent: Thursday, April 03, 2008 12:28 PM

Subject: FW: Lic Expansion for "Univ of Wash Med Ctr" - Opport: 052ALA000751

Hi Francesca, The account is set up as requiring po's in order to process new contracts. A maintenance po is required for maintenance as maintenance is set to bill upon Delivery. Can you please review and advise? We would need a copy of the po in order to process. Thank you

Kellie Colburn

GE Healthcare

Integrated IT Solutions

Strategic Finance Acct Rep I/TS

T (802) 859-6248

F (802) 859-6390

E kellie.colburn@ge.com

www.gehealthcare.com

From: LaChance, Colette L (GE Healthcare)

Sent: Tuesday, April 01, 2008 1:10 PM

To: Trinca, Kristin (GE Healthcare); @HEALTH Imaging Sol Contr Supplie Alert; @HEALTH Imaging Sol Contr ALERT NEW RIS IC

Subject: Lic Expansion for "Univ of Wash Med Ctr" - Opport: 052ALA000751

Customer Sign Date	Contract #	PO #	SLA - SWB	Quote ID	Description
3/31/08		506839		052ALA0575ZM	Software Sched (A) Centricity RIS-IC Lic Expan and Addtl 20,000 exams (Total = 230,000) (A) Wkst Mod - Rad Lic Expan and Addtl 20,000 exams (Total = 230,000) (A) Doc Mgt Sol - Lic Expan and Addtl 20,000 exams (Total = 230,000) (A) Rptg Sol - Rad - Lic Expan and Addtl 20,000 exams (Total = 230,000) Maint Sched @ \$65,800.00

Colette L LaChance

GE Healthcare

Resource Specialist

Imaging Solutions Sales

T 802-859-6064

F 802-859-6512

eFax 1-802-216-1015

E colette.lachance@ge.com

40 IDX Drive

So. Burlington, VT 05403 USA

General Electric Company

GE Healthcare Technologies

4/4/2008



UNIVERSITY OF WASHINGTON

CHANGE ORDER

DELIVERY
RESTRICTIONS
See #15 OF GENERAL
TERMS AND
CONDITIONS

Date 04/04/08 Purchase Order Number 899231

Ship To: RADIOLOGY-SUPPORT SVC 357115
ATTN: HREFNA
UWMC RADIOLOGY CC-207/BOX 357115
1959 NE PACIFIC ST
SEATTLE WA 98195

TO GENERAL ELECTRIC CO
GE HEALTHCARE IITS USA
40 IDX DRIVE
BURLINGTON VT 05402

Terms NET 30 DAYS
FOB. DESTINATION
Via
Delivery Date: (Except as noted below*)

THIS ORDER IS SUBJECT TO UNIVERSITY OF WASHINGTON
GENERAL TERMS AND CONDITIONS AVAILABLE AT
<http://www.washington.edu/admin/purchstores/docs>

Item No	Description	Quantity	Unit	Unit Price	Del. Date*
This order is hereby issued to modify and amend our order 899231, dated 01/03/07, to change as follows:					

ADD THE FOLLOWING ITEM(S):

026	EXAM LICENSES FOR PERIOD 4/1/08 TO 12/31/08	9	EA	NOT TO EXCEED 1,210.66	
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CONTRACT PERIOD: 12/01/06 - 12/31/08

ALL OTHER TERMS AND CONDITIONS TO REMAIN THE SAME.

BILLING INSTRUCTIONS:

Mail two (2) copies of invoice(s) to
ACCOUNTS PAYABLE
3917 UNIVERSITY WAY N E
UNIVERSITY OF WASHINGTON
SEATTLE, WA 98105-6692

PAYMENT QUESTIONS:

Call ACCOUNTS PAYABLE
at 206-543-4500
FAX 206-685-8018
Email aphelp@u.washington.edu

All other correspondence to:

PURCHASING DEPARTMENT
UNIVERSITY OF WASHINGTON
BOX 351110
SEATTLE, WA 98195-1110

105226-84

NOTE Refer to our Purchase Order Number

899231

on All correspondence

Purchasing
Agent

JOHN LOWDON

(206) 221-2413

☐ 43.19 (GA/ERI)
☐ 43.78 Public Printer

I. Purchasing Authority
☐ 39.29 OFM Authority
☐ Non-State Funds-Discretionary
☒ 43.105 DIS Authority
☐ Other _____

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- ☐ Regents Item or other delegation
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IV. Basis for Vendor Selection

☒ **Sole Source**

- ☐ Medical Surgical Decision/Prescription
☐ Sole Source Justification via:
☐ Note on Requisition
☐ Statement attached, dated _____
☐ Replacement/repairs parts
☒ Compatible with current Equipment
☐ Continuity of Research/Service- see previous PO# _____
☒ Original Equipment Manufacturer (OEM)
☐ Extension: Existing Contract # _____
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VI. Other Purchase Considerations

- ☐ UWMC HIPPA BA Agreement required/attached
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☐ Price Analysis (sole source commercial item > \$25K unit price or > \$250K total contract amount)
☐ Cost Analysis (custom/non-commercial item)

VII. Review Checklist/Signatures

Total order Amount: \$431,181.32 Prior Amount: \$271,181.37 M & A Amount: \$140,000.00
 Reviewer's Signature Authority [Signature]

- ☒ Within Buyer/SCM Authority Initials _____ Date: 4/17/08
☐ Within Manager Authority Initials _____ Date: 4/17/08
☐ Within Associate Director Initials _____ Date: _____
☐ Within Director Authority Initials _____ Date: _____
☐ Greater than \$1M (Senior Director) Initials _____ Date: _____
 Buyer 1: \$10K Buyer 2: \$25K or Bid Limit Buyer 3: \$50K or \$125K SCM: \$150 or \$250K Manager: \$500K
 Associate Director: \$750K Director: \$1M

UW Purchasing Department: Purchase Documentation/Checklist

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<input type="checkbox"/> Contract funded purchase, attach 7.1.3a contract flowdowns.	
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<input type="checkbox"/> 3. Item(s) that is offered to public with customization options or need minor customization not generally available to public	
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<input type="checkbox"/> Assoc. Director's approval required if order total exceeds "direct buy" limit	
<input type="checkbox"/> Certs & Repts: >\$25K Federal grant --or- contract	
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<input type="checkbox"/> Small Business Subcontracting Plan: >\$550K Federal contract	
<input type="checkbox"/> Certified Cost or Pricing data: sole source, non-commercial item >\$550K Federal contract	

John Lowdon

From: "Francesca Mintle" <fjmintle@u.washington.edu>
To: "John Lowdon" <jlowdon@u.washington.edu>
Cc: "Strickland, Andrew" <astrick@u.washington.edu>
Sent: Thursday, April 17, 2008 11:50 AM
Subject: GE Maintenance PO 899231 - Encrease encumbrance on

Hi John,

We need to add maintenance for our RIS upgrade to PO 899231. This is to keep capital budget items separate from operating budget items. Previously we were charging a different PO (PO 162127) but it seems we are not supposed to be doing that.

There is no set monthly charge for these but sporadic. Can we add \$160,000 to this PO ?

Call me if you have questions.

thx!

Frankie

RIS Upgrade Maint - New Line Item

Francesca Donaldo Mintle
UWMC Radiology
ph. 206.598.3989
fx. 206.598.3174
Box 357115
fjmintle@u.washington.edu