

TACOMA COMMUNITY COLLEGE

Meeting of the Board of Trustees

August 28, 1969

3:30 p.m.

Agenda

1. Roll call
2. Minutes
3. Correspondence
4. Reports
  - (a) TCCA - Mr. Garratt
  - (b) Student Government - Mr. DeVore
  - (c) Architectural plans - Mr. Swedberg
  - (d) Instruction - Dr. Jacobson
  - (e) Student Services - Dr. Lathrop
  - (f) Community Services - Mr. Schafer
  - (g) Mr. Patterson, Asst. State Attorney General
5. Unfinished business
  - (a) Security Contract - Mr. Van Mieghem (supplement 5-a)
  - (b) Insurance specifications - Mr. Van Mieghem
6. New business
  - (a) New faculty appointments - Dr. Jacobson (supplement 6-a)
  - (b) Adult Education contracts - Mr. Schafer
  - (c) Equipment bids - Mr. Van Mieghem (supplement 6-c)
7. Information
  - (a) Proposal for Board dinners
  - (b) Faculty tea sponsored by Faculty Wives, September 25.
  - (c) Return to regular hours
  - (d) TCC Foundation

TACOMA COMMUNITY COLLEGE

Minutes

BOARD OF TRUSTEES

August 28, 1969

The regular meeting of the Board of Trustees was called to order by the Chairman, Mrs. Myers, at 3:30 p.m., August 28, 1969, at Tacoma Community College.

Present: Maxine Myers, John Binns, Dewey Tuggle and Thornton Ford, Secretary

Guests: Doreen Amoroso, Richard Falk, Frank Garratt, Dennis Hale, Paul Jacobson, Robert Lathrop, Bud Schafer, George Van Mieghem, Dale Wirsing, John DeVore, Student Body President, Howard Ferguson, Joseph Betz, Conrad Casas, David DeForrest, Robert Dillingham, Don Gangnes, Dele Gunnerson, Joseph Kosai, John Manley, P. C. Nagrodski, Lyle Swedberg, Dick Thompson, Tom Wells and Fred Warner

Minutes of the meeting of July 24, 1969, were approved as submitted.

Correspondence

Dr. Ford commented on the following correspondence:

1. Letter from the State Attorney General's Office pertaining to TCC's costs for legal counsel as estimated by the education division.
2. A resolution regarding disorders in schools received from the American Legion.
3. Copies of an address given by Sam Kelly at the State Trustees meeting in Yakima on May 22.

Reports

John DeVore, Student Body President, read excerpts from the Student Senate Meetings of June 13 and August 9. The Board received copies of the minutes.

Mr. Lyle Swedberg, architect, presented preliminary sketches for the Board's approval.

Mr. Binns moved and Dr. Tuggle seconded that the preliminary plans for three buildings (science building, maintenance building and faculty building) be approved. The motion carried.

Dr. Jacobson presented a list of new courses in the 1969-70 TCC catalog and a list of new TCC faculty members for 1969-70. He also reported on the Curriculum Conference which was held on August 16 & 23, 1969.

Dr. Lathrop reported that the projected enrollment for fall quarter, 1969, including community services, is 3886. He also presented a detail sheet for orientation, advisement and registration for fall, 1969. Each member of the Board also received a copy of the Student Body Constitution.

Mr. Falk said that he will submit a report on institute planning to the Board at the September meeting.

Mr. Schafer reported briefly on the adult education program which is conducted by Tacoma School District No. 10 and funded through TCC.

Mr. Nagrodski, Director of Extended Education for Tacoma Public Schools, informed the Board that approximately 150 students complete their high school education every year through the adult education program.

Mr. Fred Warner interjected that the program is funded partially by tuition and partially from the funds received through the college.

Mr. Dele Gunnerson, Director of Extended Education for Peninsula Schools, briefed the Board on Peninsula's adult education program which includes vocational, high school completion courses and community services.

#### Unfinished Business

Dr. Ford reported that Mr. Patterson, Assistant Attorney General, could not be at the meeting but had asked him to refer to the Law, Chapter 8 of the regular session of the Legislature, House Bill 143, in reference to fire arms and other dangerous weapons on campus.

Mr. Tom Wells, an interested citizen, and Dave DeForrest, a member of the student body, spoke out in favor of the security guards carrying arms on campus.

Mr. Binns moved to extend the present security contract for another month pending further consideration of the contract and rules and regulations. The motion carried.

Mr. Robert Dillingham, from the Tacoma Pierce County Association of Life Underwriters, Inc., asked that his company be considered when TCC purchases group life insurance, accidental death & dismemberment and long term disability insurance for full-time faculty and employees of Tacoma Community College.

#### New Business

Mr. Binns moved and Dr. Tuggle seconded that the new faculty appointments be approved. The motion carried.

Dr. Tuggle moved and Mr. Binns seconded approval of the recommended bids for athletic supplies. The motion carried.

Mr. Binns moved and Dr. Tuggle seconded that the Board accept the low bid from Robert Wilcox for tape recorders. The motion carried.

Mr. Binns moved and Dr. Tuggle seconded that the recommended bids be accepted for typewriters, typewriter desks and chairs. The motion carried.

Dr. Tuggle moved and Mr. Binns seconded that the bid be accepted from Packer-Scott Company for a floor machine. The motion carried.

Mr. Binns moved and Dr. Tuggle seconded that the low bid from Aro Glass and Upholstery Company, Inc. be accepted for a screen wall partition. The motion carried.

Dr. Tuggle moved and Mr. Binns seconded that the low bid be accepted from Remington Rand for two library card catalog cabinets. The motion carried.

#### Information


Dr. Ford asked for the Board's consideration concerning study-session dinners after Board meetings.

The Board was extended an invitation to attend the Faculty Wives' Tea which will be held on September 25, 1969, from 4 - 6 p.m.

Mr. Falk gave a brief report on the TCC Foundation's plans for raising funds for scholarships and for student loans.

The next meeting of the Board will be held on September 25, 1969, at 3:30 p.m.

The meeting adjourned at 5:45 p.m.

  
Thornton M. Ford, Secretary

# Tacoma Community College



## MEMORANDUM

Date: August 28, 1969  
To: Bob Lathrop  
From: Joe Kosai  
Subject: ENROLLMENT STATISTICS

	1968	PROJECTED 1969
RETURNING STUDENTS	1103	1242
NEW STUDENTS	2148	2418
COMMUNITY SERVICES (Projected increase over 1968)		<u>226</u>
TOTAL PROJECTED		3886

### UNDER COMMUNITY SERVICES:

Head Start

Peninsula

McChord

Labor Economics

St. Josephs

Patrolmen

McNeil

Tacoma General

Medical Records and X-Ray

New Careers

THE AMERICAN LEGION  
Department of Washington

RESOLUTION RE DISORDERS IN SCHOOLS, COLLEGES AND UNIVERSITIES

WHEREAS, the freedom of this nation depends largely upon an enlightened citizenship; and

WHEREAS, the tax supported schools, colleges and universities, supplemented by private scholastic institutions, have historically been the backbone of our educational processes, which have given the youth of our nation the opportunity to pursue their education from the primary grades through university graduation; and

WHEREAS, parents desire to fulfill their obligation to educate their children and fully prepare them to achieve their rights and discharge their obligations as citizens of this country; and

WHEREAS, the peaceful pursuit of education by our youth is being imperiled in the high schools, colleges and universities by a small minority of students, members of Students for Democratic Society, and other militant and communistic orientated organizations who have unlawfully taken possession by force of educational buildings, damaged and destroyed property, seized professors and administrators; obstructed and physically prevented students from attending classes, and disrupted their educational studies;

NOW, THEREFORE, BE IT RESOLVED by the American Legion, Department of Washington, in convention assembled at Yakima, Washington, July 24 - 26, 1969, as follows:

1. We reaffirm and uphold the constitutional rights of all individuals of freedom of speech and peaceful assembly, but protest and condemn the unlawful use of force and violence, the injury to persons and destruction of property in violation of the rights of others to pursue peaceably their education in our schools, colleges and universities;
2. We strongly urge the adoption of the following administrative policies:
  - (a) Any student who willfully by force and violence violates the administrative disciplinary rules of an educational institution should be suspended or expelled;
  - (b) Any suspended or expelled student should forfeit any federal or state scholarship grant in aid or financial assistance during the period of his suspension or expulsion;
  - (c) In the event the security force of any educational institution is unable to maintain order on its premises, assistance should be promptly requested from the law enforcement agencies of the city, county or state;
  - (d) Any non-student who participates in any violent unlawful act on the premises should be considered a trespasser and made subject to arrest and prosecution under pertinent criminal laws.

BE IT FURTHER RESOLVED: That a copy of this resolution be mailed to the presidents of all universities, colleges and junior colleges, the presidents of all Boards of Regents of such institutions, the presidents of all School Boards, and superintendents of all high schools within the state.

BE IT FURTHER RESOLVED that the Governor of the State of Washington be requested to commence an investigation of the above unlawful acts and any subversive activities occurring in the state educational institutions, and

FURTHER RESOLVED that the Department of Washington of The American Legion request its Posts therein to sponsor and circulate petitions furnished by the Department of Washington enlisting the support of the citizens of the State of Washington requesting that the Governor institute said investigation and take any necessary subsequent action;

FURTHER RESOLVED that the Department of Washington appoint a Department Chairman and Committee as necessary to implement this resolution and its petition before the citizens of the State of Washington and the Governor thereof.

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# Tacoma Community College



## MEMORANDUM

Date: August 28, 1969  
To: The TCC Board of Trustees  
From: Paul Jacobson  
Subject: Data Pertaining to Instructional Activities

### New Courses in the 1969-70 TCC Catalog

Art 205 - Lettering	Oceanography 101 - Survey of Oceanography
Art 250 - Print Making	Philosophy 119 - Critical Thinking
English G 100A- Beginning Writing	Political Science 208 - Contemporary Political Problems in American Society
English 240 - World Literature	Political Science 250 - Urban Affairs Practicum
English 241 - World Literature	Psychology G 100A - Psychology
English 270 - Afro-American Writers	Sociology G 100A - Contemporary Sociological Problems
French G 100A - Conversational French	Sociology 299 - Individual Study
German G 100A - Conversational German	Spanish G 100A - Conversational Spanish
History 149 - African Civilization	Study Skills G 100A - College Skills
History 211 - Chinese Civilization	Typing G 100A - Personal Typing
Mathematics 103 - Fundamentals of Mathematics	

### New TCC Faculty Members for 1969-70

Carl R. Brown	Edward R. Patterson
Richard J. Deyoe	Melvin F. Urschel, Jr.
Patricia A. Dyer	Gerald A. Vaughan
Dedre J. Gallus	Robert Thornburg
Franklin D. Hale	Mrs. Pamela Lynch
Leonard Lukin	Robert T. Boyd
Joanne H. McCarthy	Susann Slezak
William S. Packard	

Preliminary Summary of the TCC Curriculum Conference - August 16 & 23, 1969

Total Attendance	100-110
Faculty Attendance	80
Consultants	13
General & Divisional Sessions	4
Subject Conferences	11

CONTRACT

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 1969, by and between TACOMA COMMUNITY COLLEGE, 5900 South 12th Street, Tacoma, Washington and \_\_\_\_\_, WITNESSETH:

\_\_\_\_\_ agrees to furnish to the Tacoma Community College a uniformed guard service consisting of such number of men as may be agreed upon from time to time between the parties to protect the property of Tacoma Community College and to make suggestions to relieve hazards that are found to exist and at all times endeavor to improve the service.

Such security guards are to be guided by a set of general rules and written instructions which are attached hereto and by this reference made a part hereof as though fully set out at this point.

Supervision of the guards will be the responsibility of a designated representative of the agency who in turn will be responsible to and receive instructions from designated representatives of the Tacoma Community College.

It is further agreed, that the wishes of Tacoma Community College will be honored at all times consistent with good judgment in replacing representatives who, in their opinion, do not fill the requirements of the services outlined.

It is expressly understood between the parties to this agreement that this agreement shall be of no force and effect until such time as \_\_\_\_\_ present a certificate to the Tacoma Community College showing that an insurance policy with Tacoma Community College the beneficiary thereof be obtained insuring the \_\_\_\_\_ for any loss or damage to property either real or personal which may be occasioned by the negligence or carelessness of the \_\_\_\_\_. It is expressly agreed that such insurance shall be in the amount of \_\_\_\_\_ and that said insurance will be maintained in full force and effect during the duration of this contract.

The \_\_\_\_\_ will save Tacoma Community College free from loss or damage occasioned to Tacoma Community College or to any



third person or property by reason of any carelessness or negligence on the part of the \_\_\_\_\_ in the performance of this contract and will after reasonable notice thereof pay expenses of defending any suit which may be commenced against the Tacoma Community College by any third person alleging injury or damage by reason of such carelessness or negligence and will pay any judgment which may be obtained against Tacoma Community College in such suit.

\_\_\_\_\_  
witness

\_\_\_\_\_

TACOMA COMMUNITY COLLEGE

By \_\_\_\_\_  
President, Board of Trustees

\_\_\_\_\_  
witness

By \_\_\_\_\_  
Business Manager

## Rules and Regulations for Security Police at Tacoma Community College

### Job Description and Duties

1. 24 hours a day - 365 days a year for a total of 8760 hours a year for a one man shift.
2. Security Officers will be uniformed, bonded and licensed to carry fire arms and other equipment customarily used by police authorities.
3. Put up Flag, beginning of day and take it down at night when such function falls within a shift.
4. Officers will make out daily work sheets. Work sheets will be kept on file for records and references. They will contain officer's name, badge identification number, date, start and finish times and a description of duties performed during the shift. Times will be noted when duties performed and all incidences, arrests and other matters noted with complete information.
5. Perform other related duties as may be assigned by the Board of Trustees or those who have the authority to do so.

### Equipment and Transportation

1. All equipment will be furnished and maintained by the \_\_\_\_\_.
  - a. Two-Way police radios will be furnished for communication with the local police, Sheriff's Department and Fire Department for any emergencies.
  - b. Emergency instruction cards will be given out to every office and department.

### Key and Lock Information

1. In locking and unlocking, use just enough pressure to turn lock without twisting or breaking key. If lock is hard to open and undue force has to be used, let it go and leave a note for Mr. Mitchell.

2. Locks that are sticking and hard to open may be helped by using a little graphite.

#### VEHICLE INFORMATION

1. All Tacoma Community College vehicles leaving the property will be required to show an authorization slip signed by Department Head. If such a slip is not available, vehicle will not be permitted to leave. In the event an understanding cannot be reached with the driver, call the Department Head. The only exception will be Department Heads themselves.

#### INFORMATION ON TAKING PROPERTY

1. Any person taking property from Tacoma Community College - belonging to Tacoma Community College - must have a receipt signed by a Department Head. Without such a receipt, the property will not be released. The person involved may call the Department Head in your presence and get a ruling on it.
2. Any receipt other than a legitimate slip will be picked up and turned into the Department Head's office.
3. If there is any doubt as to the legality, do not hesitate to hold property until approved by proper authority.
4. Gas or oil will not be used for employees vehicles without verbal approval of a Department Head.

#### MISCELLANEOUS INFORMATION

1. Light switches: Do not handle switches unless sure they are supposed to be turned on or off. Many switches control time clocks, air conditioning and other vital activities throughout the plant.

#### GENERAL ORDERS AND DESCRIPTION OF DUTIES

##### A. General description of Guard Duties:

Guard duties always involve protecting company property, controlling personnel, and reporting violations of company rules established for the prevention of thefts, pilferage, fire, accidents, and sabotage.

You may be required in the course of your assignment, to cover any of the established guard posts at a company. Special Post Guard Instructions for each guard post will be made available; you will be expected to know the instructions covering each guard post to which you are assigned.

##### B. Knowledge and Performance of Guard Duties:

1. Knowledge of general guard procedures.
2. Knowledge of the general instructions contained in this handbook.
3. Knowledge of the "special guard orders" of the particular post to which you are assigned.
4. Knowledge of the physical situation of the grounds.
5. Knowledge of the school rules which you are required to enforce.

It is obvious that complete knowledge of the physical situation of the buildings and the locations of the offices and departments is essential for the proper performance of security duties. This knowledge is also necessary for directing visitors and employees, and for providing other required information. Specifically, the guard is required to know:

- a) Location of all departments and key personnel.
- b) Location of telephones (including those for which "night" connection are established).
- c) Location of fire alarm switches.
- d) Where all stairways and doors lead.
- e) Where materials are stored.
- f) Location of fire-fighting equipment, including hand extinguishers, water pails, fire hoses, fire hydrants, and axes.
- g) Location of light switches.
- h) Locations of control rooms and shut-off switches for air conditioning and ventilating systems.
- i) Location of all valves controlling the supply of water to the sprinkler system and where extra sprinkler heads are stored.
- j) Location of fuse boxes, power control switches, steam valves, hydrants, and any other control devices for operation of machinery concerning building maintenance.

In case of fire or other emergency, it is important that guards be able to direct fire department or other emergency forces to proper locations in order to operate or close controlling devices without delay.

### C. Routine Guard Duties

Generally, guard assignments at Tacoma Community College require the guard to perform the following:

1. Patrol outside of buildings and school boundaries.
2. Patrol school interior.
3. Control the entrance and movement of pedestrian and vehicular traffic.
4. Prevent theft and damage to Tacoma Community College and employee property.
5. Apprehend persons guilty of violating any State or Federal law on company property.

6. Report all matters of security interest, especially those related to theft and pilferage, fire and fire prevention, accidents and accident prevention, espionage and sabotage, and violations of company rules designed to protect against the security hazards listed above.

D. Plant Patrol Duties

In performing ground patrol duties it is essential that all clock stations be punched if they have clocks set at various positions. It is an important fact that routine punching of clocks is not the primary purpose of clock rounds; you are required to report all deficiencies in building maintenance operations and safety or fire hazards observed while touring the grounds. It is not possible to list all possible hazards; the list above represents some of the more important hazards and other matters on which management would desire to take corrective action.

E. Theft, Fire, and accident prevention Duties of the Guard:

The protection of a school by a guard unit is primarily preventive. Prevention of theft, fire, accidents, etc., is the principal reason for the presence of the guard force. Therefore, any and every situation which might lead to loss or damage of school property or injury to personnel should be reported. The well-trained guard will be alert and report such situations such as:

1. Careless or suspicious activities in areas where easily pilfered articles are stored or handled.
2. Tools or other school property carelessly left lying around at the end of the shift, or not properly stored.
3. Employees present in areas where they are not normally required to be; especially when these persons are in areas where pilferable property is stored.
4. Persons loitering near school boundary or at building windows when it is suspected that such persons might be in these areas for the purpose of committing theft or pilferage.
5. The presence of school property in areas where it would not normally be, and which appears to be placed in such areas for misappropriation.
6. Any deficiencies in school security.
7. Suggestions and recommendations for improving school protection.

In connection with control of locks and keys:

1. Report all defective locks.
2. Report misuse of locks and keys, and destruction or abuse of locks.
3. Report instances where doors which should be locked are found unlocked.
4. When opening doors or locks to permit entry, be sure such

- persons are authorized to enter. Report the occurrence, giving the name of person admitted and other pertinent information.
5. Do not leave keys lying about where they might be picked up by unauthorized persons.

F. Attention to Duties:

Guards will not engage in idle conversation or gossip. They are required to give full attention to duties. The reading of literature, newspapers, books, or any other diversion while on duty is prohibited.

G. Appearance:

Personal cleanliness and neatness are basic requirements for guard and security officers. Uniforms should never be allowed to become frayed or spotted. Neatness in appearance calls for a clean-shaven face, hair properly cut, fingernails and hands clean, and shoes polished.

H. Uniform and Equipment:

The prescribed uniform will be worn during the winter or summer months, depending upon local conditions. Uniforms and equipment differ at various Agency offices. However, certain requirements for the care, maintenance, and wearing of the uniform are the same.

1. The uniform will be kept clean, in good repair, and pressed.
2. Shoes (black) will be kept neatly polished.
3. The peaked cap will be worn at all times while on duty (even when entering executive offices, and other interior locations.) The cap will be worn "squared", not to the side of the head nor tilted to the back of the head. There may be jobs that require the wearing of a hard hat. If this should be the case the proper type will be used and the peaked cap will not be used.
4. Tie (color as prescribed) will be worn at all times.
5. The shirt collar will be kept buttoned at all times.
6. Sleeves will be rolled down and kept buttoned (summer uniform).
7. The uniform jacket, when worn, will be fastened at all times at least one-fourth of the way.
8. No uniform equipment or any parts thereof will be worn other than those authorized by the guard supervisor.
9. Unless otherwise instructed, the uniform will not be worn to and from the school.
10. In the case of armed guards, unless otherwise instructed, guns will not be carried to and from the school, but will

be stored in the prescribed manner at the school. When it becomes necessary to transport arms, they will be transported in the manner prescribed by the local branch office. Cartridges will be removed from the chamber. Under no circumstances are guards permitted to transport weapons without receiving authority from the guard supervisor.

11. No guard may use his uniform to influence any personal transaction.
12. If weather conditions are such that additional clothing would be needed these should be worn beneath the uniform unless the weather is such that rain clothes or extra heavy coats are needed, such as pea coats, parkas, etc.
13. When a job might be such that coveralls will be worn, the gray shirt, black tie and black cap will also be worn.

I.

Under normal circumstances Security Officers shall not carry fire arms or mechanical or chemical offensive and defensive weapons during daylight hours (8:00 a.m. to 4:00 p.m.) Monday through Friday, except when carrying school funds. Between the hours of 4:00 p.m. and 8:00 a.m. and on Saturday, Sunday and holidays the Security Police shall carry fire arms when in its discretion it deems it necessary. The President of Tacoma Community College, in his sole discrimination, may require the Security Patrol to carry fire arms or other mechanical and chemical defensive and offensive weapons whenever he deems it necessary including 8:00 a.m. to 4:00 p.m. Monday through Friday.

Cost

To be bid on a per hour, per man basis.

TACOMA COMMUNITY COLLEGE

New Faculty - 1969-70

Miss Susann Lee Slezak - Physical Education Instructor  
Oregon State University, M.A. (1969)

Mrs. Pamela F. Lynch - Librarian  
University of Washington, M.A., M.L.S. (1969)

Robert T. Boyd - Anthropology Instructor  
University of California at Los Angeles, M.A.

James E. Ollee - Geography  
Grambling College, B.A.



BID ON ATHLETIC SUPPLIES

BID OPENING 8/5/9-2:00 P.M.

ITEM	HOWELL		GEORGE SANTELLI		SCOTTS	
	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL
1. Golf Woods, No. 1	8.75	52.52			9.50	58.50
2. Golf Woods, No. 3	8.75	52.52			9.50	58.50
3. Striking Bag Plat.	123.50	123.50			125.00	125.00
4. Striking Bag	18.95	18.95			20.95	20.95
5. Striking Bag Gloves	7.70	15.40			8.25	16.50
6. Shuttlecocks, Indoor	3.00	15.00			4.75	23.75
7. Badminton Rackets	33.00	33.00			36.00	36.00
8. Basketball Nets	1.60	9.60			1.60	9.60
9. Softballs	1.65	9.90			1.90	11.40
10. Tennis Balls	7.20	43.20			7.95	47.70
11. Basketballs	23.50	141.00			22.25	133.50
12. Target Arrows, Cedar						
29"	125.00	375.00			Not Available	
28"	125.00	500.00			44.95	179.80
13. Arrow Points, Practice	.40	3.20			.35	2.80
14. Bowstring Wax	.20	.80			.60 Cake	
15. Bowstrings, Dbl. Loop						
5'4"	1.25	6.25			1.00	5.00
5'2"	1.25	6.25			1.00	5.00
16. Target Covers	5.35	21.40			13.95	55.80
17. Arrow Cement	5.40	5.40			5.95	5.95
18. Target Faces	3.10	37.20			4.00	48.00
19. Target Face Pins	6.60	13.20			3.35(per pkg. of 48)	
20. Animal Faced Targets						
Deer	.35	2.10			.45	2.70
Fox	.25	.75			.25	.75
Bobcat	.13	.39			.20	.60
21. Archery Bows						
Left Handed 23 lb.	23.50	23.50			17.50	17.50
25 lb.	23.50	23.50			17.50	17.50
27 lb.	23.50	23.50			17.50	17.50
29 lb.	23.50	23.50			17.50	17.50
32 lb.	23.50	23.50			17.50	17.50
Right Handed 35 lb.	23.50	47.00			17.50	35.00
37 lb.	23.50	47.00			17.50	35.00
22. Fencing Masks	10.75	64.50	8.50	51.00		N/B
23. Fencing Bibs	22.20	44.40	1.45	34.80		N/B
24. Foil Blades	3.10	31.00	2.95	29.50		N/B
25. Fencing Half Jackets						
Mens	11.75	47.00	9.95	39.80		N/B
Ladies	13.95	27.90	11.00	22.00		N/B
26. Pommels	1.10	6.60	1.00	6.00		N/B
27. Target Butts	26.50	106.00	8.75	35.00	34.50	138.00

BIDS MEETING SPECIFICATIONS INDICATED BY \_\_\_\_\_ RECOMMENDED.

GEORGE VAN MIEGHAM  
DEAN OF ADMINISTRATIVE SERVICES

AWARDS:

HOWELL: ITEMS 1-7, 9, 10, 12 (29"), 16-18, & 20 (Deer & Bobcat) \$805.48

SANTELLI: ITEMS 22-27 \$218.10

SCOTTS: ITEMS 8,11, 12(28"), 13-15, 19, 20 (Fox), & 21 \$493.95

BIDS NOT RETURNED:

1. ATHLETIC SUPPLY COMPANY
2. BILL HATCH SPORTING GOODS
3. WASHINGTON ATHLETIC EQUIPMENT

INVITATION TO BID

Return To

THIS IS NOT AN ORDER

Tacoma Community College, Business Office  
5900 So. 12th Street, Tacoma, Washington 98465

JULY 24, 1969

DATE

Please bid net prices at which you will agree to furnish any or all of the following articles, F.O.B. destination shown below and on pages 1 & 2. To receive consideration, bids must be made on this form and signed in full. Prices must be based on our units extended and totalled. Delivery guarantee must be filled in. Tacoma Community College reserves the right to accept or reject bids on each item separately or as a whole, to reject any or all bids, waive informalities and to contract as the best interests of Tacoma Community College may require. Bids are subject to, but not limited to, the invitation to bid, request for quotations and specifications and plans, and the standard terms and conditions contained on the reverse side hereof. All erasures and changes shall be initialed.

Item No.	Prices F. O. B. Tacoma	Bidder Must Enter All Extensions and Totals			
		Quantity	Unit	Unit Price	Amount
1	<u>GOLF WOODS, NO. 1</u> Bobby Nichols 700R	6	ea.		
2	<u>GOLF WOODS, NO. 3</u> Bobby Nichols	6	ea.		
3	<u>STRIKING BAG PLATFORM</u> 30" Everlast 466	1	ea.		
4	<u>STRIKING BAG</u> Extra Heavy Duty. Everlast 4205	1	ea.		
5	<u>STRIKING BAG GLOVES</u> Everlast 4307	2	pair		
6	<u>SHUTTLECOCKS, Indoor</u> Rawlings 75K	5	doz.		
7	<u>BADMINTON RACKETS</u> Sportscraft Pro-Model 00158	1	doz.		
8	<u>BASKETBALL NETS</u> 12 Loop Nylon Rawlings NGN	6	ea.		
9	<u>SOFTBALLS</u> Voit J112	6	ea.		
10	<u>TENNIS BALLS</u> Wilson HDT 1020	6	doz.		

PLEASE ENTER COMPANY NAME AND ADDRESS BELOW

TOTAL

Address

Mark Your Bid Envelope

Business Office

Tacoma Community College

5900 So. 12th, Tacoma, Wash.

Aug. 5, 1969 Bid Opens at 2:00 P.M.

We guarantee delivery at destination from \_\_\_\_\_ via \_\_\_\_\_  
within \_\_\_\_\_ days after receipt of order at address shown. We will allow \_\_\_\_\_ discount  
for payment 10th proximo.

To the Tacoma Community College: Date \_\_\_\_\_ 19\_\_\_\_

We have read and agreed to the conditions noted above and in the Standard Terms and Quotations. We further agree to furnish the articles specified at the prices stated herein, to be delivered to the station or location and on the date as set forth herein.

Signature \_\_\_\_\_

Title \_\_\_\_\_

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(4) Time of delivery is of the essence and TCC reserves the right to cancel any undelivered portion of this order for failure by the vendor to deliver on time. Vendor assumes responsibility of delay notwithstanding the cause.

(5) All payments to the vendor shall be remitted by mail. TCC shall not honor drafts, nor accept goods on a sight draft basis. Furthermore, the provisions or monies due under this contract shall not be assignable.

(6) SHIPPING INSTRUCTIONS: Unless otherwise specified, all goods are to be shipped prepaid, FOB destination. Where specific authorization is granted to ship goods FOB shipping point, vendor agrees to prepay all shipping charges, route cheapest common carrier, and to bill TCC as a separate item on the invoice for said charges, less federal transportation tax. Each invoice for shipping charges shall contain the original or a copy of the bill indicating that the payment for shipping has been made. It is also agreed that TCC reserves the right to refuse to accept any COD shipments.

(7) All goods or materials purchased herein are subject to the approval by TCC. Any rejections of goods or materials, whether held by TCC or returned, will be at the vendor's risk and expense.

(8) All invoices, packing lists, packages, shipping notices, instruction manuals, and any other written document affecting this contract shall contain the applicable purchase order number. Packing lists shall be enclosed in each and every box or package shipped pursuant to this contract, indicating the content therein.

(9) The vendor agrees to protect TCC against all claims, suits, or proceedings for patent, trademark, copyright, or franchise infringement arising from the purchase, installation or use of the goods and materials purchased herein. The vendor further agrees to assume all expenses and damages arising from such claims, suits, or proceedings.

(10) Vendor agrees that the waiver, acceptance, or failure by TCC to enforce any provisions, terms, or conditions of this contract shall not operate or be construed as a waiver of prior or subsequent breaches or the right of TCC to thereafter enforce such provisions.

(11) The vendor warrants all articles supplied under this contract to conform to specifications herein, to be fit and sufficient for the purposes manufactured, merchantable, of good material and workmanship, and free from defects.

(12) In the event that TCC is entitled to a cash discount, the period of computation shall commence on the date of delivery, or receipt of correctly completed vouchers, whichever is later. If an adjustment in payment is necessary due to damage, the cash discount period shall commence on the date final approval for payment is authorized.

(13) Unless otherwise indicated, TCC agrees to pay all state of Washington sales tax. No charges shall be made for the Federal excise and transportation taxes and TCC agrees to furnish vendor upon request with an exemption certificate.

(14) Vendor warrants and represents that all the goods and material contained herein are free and clear of all liens, claims or encumbrances of any kind whatsoever.

(15) Vendor agrees to bear all risks of loss, injury or destruction of goods and materials contained herein which occur prior to delivery and such loss, injury or destruction shall not release vendor from any obligation hereunder.

(16) The vendor agrees not to discriminate against any client, employee or applicant for employment or for services, because of race, creed, color, national origin, sex or age with regard to, but not limited to, the following: Employment upgrading, demotion or transfer; Recruitment or recruitment advertising; Layoffs or termination; Rates of pay or other forms of compensation; Selection for training; Rendition of services. It is further understood that any vendor who is in violation of this clause shall be barred forthwith from receiving awards of any purchase order from TCC, unless a satisfactory showing is made that discriminatory practices have terminated and that a recurrence of such acts is unlikely.

(17) All prices are to be included herein.

(18) In the event of a breach by the vendor of any of the provisions of this contract, TCC reserves the right to cancel and terminate this contract forthwith upon giving oral or written notice to the vendor.

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TACOMA COMMUNITY COLLEGE  
 5900 SOUTH 12TH STREET  
 TACOMA, WASHINGTON 98465

Page 2 of bid for Athletic Equipment

Item No.	Description	BIDDER MUST ENTER ALL EXTENSIONS AND TOTALS			
		Quantity	Unit	Unit Price	Amount
11	<u>BASKETBALLS</u> Wilson Jet B1200	6	ea.		
12	<u>TARGET ARROWS, CEDAR</u> 5/16" 29" 28"	3 4	gross gross		
13	<u>ARROW POINTS, PRACTICE</u> 5/16"	8	doz.		
14	<u>BOWSTRING WAX</u>	4	pkgs.		
15	<u>BOWSTRINGS, DOUBLE LOOP</u> 5'4" 5'2"	5 5	ea. ea.		
16	<u>TARGET COVERS</u> 48"	4	ea.		
17	<u>ARROW CEMENT</u>	1	doz.		
18	<u>TARGET FACES</u> 48" Skirted Heavy Tag	12	ea.		
19	<u>TARGET FACE PINS</u>	2	doz.		
20	<u>ANIMAL FACED TARGETS</u> 24" Deer 18" Fox 12" Bobcat	6 3 3	ea. ea. ea.		
21	<u>ARCHERY BOWS</u> Left Handed: 23 Lb. 25 Lb. 27 Lb. 29 Lb. 32 Lb. Right Handed: 35 Lb. 37 Lb. PEARSON No. 7120 Collegian	1 1 1 1 1 2 2	ea. ea. ea. ea. ea. ea. ea.		
22	<u>FENCING MASKS</u> No. 49 Foil Epic	6	ea.		
23	<u>FENCING BIBS</u> Cotton	2	doz.		
24	<u>FOIL BLADES</u> French	10	ea.		
25	<u>FENCING HALF JACKETS</u> Mens-Large Ladies-Large	4 2	ea. ea.		
26	<u>POMMELS</u> French Foil	6	ea.		
27	<u>TARGET BUTTS</u> Burlap Covered, 48"	4	ea.		
TOTAL					

TAPE RECORDERS

BID OPENING 7/25/9-2:00 P.M.

	<u>UNIT</u>	<u>TOTAL</u>
1. C & G ELECTRONICS	N/B	
2. AUDIO VISUAL CENTER	\$79.50 (Wollensak 4300)	\$1590.00
3. INLAND AUDIO VISUAL CO.	N/B	
4. ROBERT WILCOX	<u>\$60.00</u>	<u>\$1200.00</u>
5. A.T. STEWART	NO RESPONSE	
6. LAFAYETTE	NO RESPONSE	
7. JOHN W. GRAHAM CO.	NO RESPONSE	

LOWEST BID MEETING SPECIFICATIONS INDICATED BY \_\_\_\_\_ RECOMMENDED.

GEORGE VAN MIEGHEM  
DEAN OF ADMINISTRATIVE SERVICES

AWARDS: ROBERT WILCOX - \$1200.00

BIDS NOT RETURNED: A.T. STEWART  
LAFAYETTE  
JOHN W. GRAHAM CO.

BIDS RETURNED "NO BID:" C & G ELECTRONICS  
INLAND AUDIO VISUAL CO.

INVITATION TO BID

Return To

THIS IS NOT AN ORDER

Tacoma Community College, Business Office  
5900 So. 12th Street, Tacoma, Washington 98465

DATE

Please bid net prices at which you will agree to furnish any or all of the following articles, F.O.B. destination shown below and on pages . . . To receive consideration, bids must be made on this form and signed in full. Prices must be based on our units extended and totalled. Delivery guarantee must be filled in. Tacoma Community College reserves the right to accept or reject bids on each item separately or as a whole, to reject any or all bids, waive informalities and to contract as the best interests of Tacoma Community College may require. Bids are subject to, but not limited to, the invitation to bid, request for quotations and specifications and plans, and the standard terms and conditions contained on the reverse side hereof. All erasures and changes shall be initialed.

Item No.	Prices F. O. B.	Bidder Must Enter All Extensions and Totals			
		Description	Quantity	Unit	Unit Price

PLEASE ENTER COMPANY NAME AND ADDRESS BELOW

TOTAL

Address	Mark Your Bid Envelope Business Office Tacoma Community College 5900 So. 12th, Tacoma, Wash. Bid Opens at
---------	---

We guarantee delivery at destination from \_\_\_\_\_ via \_\_\_\_\_ within \_\_\_\_\_ days after receipt of order at address shown. We will allow \_\_\_\_\_ discount for payment 10th proximo.

To the Tacoma Community College: Date \_\_\_\_\_ 19\_\_\_\_  
We have read and agreed to the conditions noted above and in the Standard Terms and Quotations. We further agree to furnish the articles specified at the prices stated herein, to be delivered to the station or location and on the date as set forth herein. Signature \_\_\_\_\_ Title \_\_\_\_\_

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TYPEWRITERS, TYPEWRITER DESKS, CHAIRS

BID OPENING 7/29/69 - 2:00 P.M.

<u>VENDORS</u>	<u>TYPEWRITERS (Manual)</u>		<u>TYPEWRITER DESKS</u>		<u>CHAIRS</u>	
	<u>Unit</u>	<u>Total</u>	<u>Unit</u>	<u>Total</u>	<u>Unit</u>	<u>Total</u>
1. H. D. BAKER CO., INC.	130.00 (Adler-Univ. 20 - 13")	1950.00	<u>41.34</u> (SPEC.)	<u>620.10</u>		N/B
2. ALLIED BUSINESS MACHINES, INC.	135.00 (Olympia, Model 3N)	2025.00		N/B		N/B
3. ROYAL TYPEWRITER COMPANY	159.50 (Model 440 - 11")	2392.50		N/B		N/B
	184.57 (Model 440 - 13")	2768.55				
4. REMINGTON RAND OFFICE MACHINES	<u>122.00</u>	<u>1830.00</u>		N/B		N/B
5. UNITED OFFICE EQUIPMENT COMPANY	117.00 (Olivetti Underwood 88)	1755.00		N/B		N/B
6. GORDON R. ANDERSON ASSOCIATES		N/B		N/B		N/B
7. AMERICAN SEATING COMPANY		N/B	44.75	671.25	<u>9.05</u>	<u>135.75</u>
8. WASHINGTON SCHOOL SUPPLY COMPANY		N/B	46.45 (Garrett 2006-A) (Less \$3 for no modesty panel)	696.75	12.65 (Brunswick CSC-B-18 Concept)	189.75
9. WESTERN SCHOOL SUPPLY		N/B		N/B	6.72 (Scholarcraft #130)	100.80

BIDS MEETING SPECIFICATIONS INDICATED BY \_\_\_\_\_ RECOMMENDED.

GEORGE VAN MEIGHAM  
DEAN OF ADMINISTRATIVE SERVICES

AWARDS

REMINGTON RAND OFFICE MACHINES	\$1830.00	(Typewriters)
H. D. BAKER COMPANY, INC.	620.10	(Typewriter Desks)
AMERICAN SEATING COMPANY	135.75	(Chairs )

INVITATION TO BID

Return To

Tacoma Community College, Business Office  
5900 So. 12th Street, Tacoma, Washington 98465

**THIS IS NOT AN ORDER**

July 23, 1969

DATE

Please bid net prices at which you will agree to furnish any or all of the following articles, F.O.B. destination shown below and on pages . . . To receive consideration, bids must be made on this form and signed in full. Prices must be based on our units extended and totalled. Delivery guarantee must be filled in. Tacoma Community College reserves the right to accept or reject bids on each item separately or as a whole, to reject any or all bids, waive informalities and to contract as the best interests of Tacoma Community College may require. Bids are subject to, but not limited to, the invitation to bid, request for quotations and specifications and plans, and the standard terms and conditions contained on the reverse side hereof. All erasures and changes shall be initialed.

Item No.	Prices F. O. B. Tacoma	Bidder Must Enter All Extensions and Totals			
		Quantity	Unit	Unit Price	Amount
1	<p>Description</p> <p><u>TYPEWRITERS, MANUAL</u></p> <p>13" Carriage. Standard Key Board. Must be suitable for use in typing instruction class.</p>	15	ea.		
2	<p><u>TYPEWRITER DESKS</u></p> <p>SMITH Systems Model 800 or equivalent.</p>	15	ea.		
3	<p><u>CHAIRS</u></p> <p>18" Two piece compound curved plastic seat and back. Frame to be other than bent tubular construction. Full size one piece inserted glides. American Seating 640A or equivalent.</p>	15	ea.		

PLEASE ENTER COMPANY NAME AND ADDRESS BELOW

TOTAL

Address	Mark Your Bid Envelope
	Business Office
	Tacoma Community College
	5900 So. 12th, Tacoma, Wash.
	7/29/69 Bid Opens at 2:00 P.M.

We guarantee delivery at destination from \_\_\_\_\_ via \_\_\_\_\_ within \_\_\_\_\_ days after receipt of order at address shown. We will allow \_\_\_\_\_ discount for payment 10th proximo.

To the Tacoma Community College: Date \_\_\_\_\_ 19\_\_\_\_  
We have read and agreed to the conditions noted above and in the Standard Terms and Quotations. We further agree to furnish the articles specified at the prices stated herein, to be delivered to the station or location and on the date as set forth herein. Signature \_\_\_\_\_ Title \_\_\_\_\_

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BID INVITATION-FLOOR MACHINE

OPENING 7/28/9-2:00 P.M.

- |  |           |
|--|-----------|
| 1. <u>CASCADE CHEMICAL COMPANY</u>     | N/B       |
| 2. <u>NORTH COAST CHEMICAL COMPANY</u> | N/B       |
| 3. <u>PACKER-SCOTT COMPANY</u>         | \$2050.81 |

BIDS MEETING SPECIFICATIONS INDICATED BY \_\_\_\_\_ RECOMMENDED.

GEORGE VAN MEIGHAM  
DEAN OF ADMINISTRATIVE SERVICES

BIDS NOT RETURNED:

THREE - M SUPPLY COMPANY  
MT. HOOD CHEMICAL CORPORATION  
JANCO-UNITED, INC.  
MURTOUGH SUPPLY COMPANY  
NATIONAL CHEMSEARCH  
NATIONAL LABORATORIES

BIDS RETURNED "NO BID:"

CASCADE CHEMICAL COMPANY  
NORTH COAST CHEMICAL COMPANY

AWARDS

PACKER-SCOTT COMPANY \$2050.81

INVITATION TO BID

Return To

THIS IS NOT AN ORDER

Tacoma Community College, Business Office  
5900 So. 12th Street, Tacoma, Washington 98465

July 17, 1969  
DATE

Please bid net prices at which you will agree to furnish any or all of the following articles, F.O.B. destination shown below and on pages . To receive consideration, bids must be made on this form and signed in full. Prices must be based on our units extended and totalled. Delivery guarantee must be filled in. Tacoma Community College reserves the right to accept or reject bids on each item separately or as a whole, to reject any or all bids, waive informalities and to contract as the best interests of Tacoma Community College may require. Bids are subject to, but not limited to, the invitation to bid, request for quotations and specifications and plans, and the standard terms and conditions contained on the reverse side hereof. All erasures and changes shall be initialed.

Item No.	Prices F. O. B.	Tacoma	Bidder Must Enter All Extensions and Totals			
			Quantity	Unit	Unit Price	Amount
1	<p>Description FLOOR MACHINE Clark Model TB-24 or equivalent.</p>		1		ea.	

PLEASE ENTER COMPANY NAME AND ADDRESS BELOW

TOTAL

Address

Mark Your Bid Envelope  
Business Office  
Tacoma Community College  
5900 So. 12th, Tacoma, Wash.  
Bid Opens at

We guarantee delivery at destination from July 28, 1969 via 2:00 P.M.  
within      days after receipt of order at address shown. We will allow      discount  
for payment 10th proximo.

To the Tacoma Community College: Date      19      
We have read and agreed to the conditions noted above and in the Standard Terms and Quotations. We further agree to furnish the articles specified at the prices stated herein, to be delivered to the station or location and on the date as set forth herein. Signature       
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- (14) Vendor warrants and represents that all the goods and material contained herein are free and clear of all liens, claims or encumbrances of any kind whatsoever.
- (15) Vendor agrees to bear all risks of loss, injury or destruction of goods and materials contained herein which occur prior to delivery and such loss, injury or destruction shall not release vendor from any obligation hereunder.
- (16) The vendor agrees not to discriminate against any client, employee or applicant for employment or for services, because of race, creed, color, national origin, sex or age with regard to, but not limited to, the following: Employment upgrading, demotion or transfer; Recruitment or recruitment advertising; Layoffs or termination; Rates of pay or other forms of compensation; Selection for training; Rendition of services. It is further understood that any vendor who is in violation of this clause shall be barred forthwith from receiving awards of any purchase order from TCC, unless a satisfactory showing is made that discriminatory practices have terminated and that a recurrence of such acts is unlikely.
- (17) All prices are to be included herein.
- (18) In the event of a breach by the vendor of any of the provisions of this contract, TCC reserves the right to cancel and terminate this contract forthwith upon giving oral or written notice to the vendor.
- (19) When special brands are named it shall be construed solely for the purpose of indicating the standards of quality, performance or use desired. Brands of equal quality, performance and use shall be considered, except as noted, provided vendor specifies the brand, model and submits descriptive literature, when available. Any bid containing a brand which is not of equal quality, performance, or use specified must be represented as an alternate and not as an equal, and failure to do so shall be sufficient reason to disregard the bid.
- (20) Vendor covenants and agrees that in the event suit is instituted by the buyer for any default on the part of the Vendor, he shall pay to the buyer all costs, expenses expended or incurred by the buyer in connection therewith, and reasonable attorneys' fees.

SCREEN WALL PARTITION

BID OPENING 8/8/69 - 2:00 P.M.

<u>VENDOR</u>	<u>SCREEN WALL PARTITION</u>
1. ARO GLASS & UPHOLSTERY CO., INC	<u>\$1590.00</u> ( bid ALCOA )
2. TACOMA GLASS COMPANY	\$1798.00 (without shelves, standards & brackets)
	\$2087.00 (with shelves, standards & brackets)
3. GLASS SALES & SERVICE, INC.	\$2615.00

BIDS MEETING SPECIFICATIONS INDICATED BY \_\_\_\_\_ RECOMMENDED.

GEORGE VAN MEIGHAM  
DEAN OF ADMINISTRATIVE SERVICES

NOTE: Glass Sales & Service, Inc. bid was not received until 8/11/69.

AWARD

ARO GLASS & UPHOLSTERY COMPANY \$1590.00

BIDS NOT RETURNED:

ARTS GLASS & UPHOLSTERY CO.  
B & B GLASS  
BELKNAP GLASS

INVITATION TO BID

Return To

Tacoma Community College, Business Office  
5900 So. 12th Street, Tacoma, Washington 98465

THIS IS NOT AN ORDER

July 24, 1969

DATE

Please bid net prices at which you will agree to furnish any or all of the following articles, F.O.B. destination shown below and on pages . To receive consideration, bids must be made on this form and signed in full. Prices must be based on our units extended and totalled. Delivery guarantee must be filled in. Tacoma Community College reserves the right to accept or reject bids on each item separately or as a whole, to reject any or all bids, waive informalities and to contract as the best interests of Tacoma Community College may require. Bids are subject to, but not limited to, the invitation to bid, request for quotations and specifications and plans, and the standard terms and conditions contained on the reverse side hereof. All erasures and changes shall be initialed.

Item No.	Prices F. O. B. Tacoma	Bidder Must Enter All Extensions and Totals			
		Quantity	Unit	Unit Price	Amount
1	<p><u>SCREEN WALL PARTITION</u></p> <p>Refer to enclosed plans for specifications.</p> <p>Vendor will take on site measurements and prefabricate the screen wall in accordance with specifications.</p> <p>Tacoma Community College will do the installation. Vendor may be required to make adjustments to doors.</p>	1	ea.		

PLEASE ENTER COMPANY NAME AND ADDRESS BELOW

TOTAL

Address	Mark Your Bid Envelope Business Office Tacoma Community College 5900 So. 12th, Tacoma, Wash.
	Bid Opens at

We guarantee delivery at destination from August 8, 1969 via \_\_\_\_\_ 2:00 P.M. within \_\_\_\_\_ days after receipt of order at address shown. We will allow \_\_\_\_\_ discount for payment 10th proximo.

To the Tacoma Community College: Date \_\_\_\_\_ 19 \_\_\_\_\_  
 We have read and agreed to the conditions noted above and in the Standard Terms and Quotations. We further agree to furnish the articles specified at the prices stated herein, to be delivered to the station or location and on the date as set forth herein. Signature \_\_\_\_\_  
 Title \_\_\_\_\_



STANDARD TERMS AND CONDITIONS

This purchase order contract includes the following terms and conditions and includes, but is not limited to, the invitation to bid, request for quotations, specifications, plans and published rules and regulations of Tacoma Community College (TCC) and the laws of the State of Washington, which are hereby incorporated by reference.

(1) No alteration in any of the terms, conditions, delivery, price, quality, quantities or specifications will be effective without prior written consent of TCC.

(2) No charges will be allowed for handling which includes, but is not limited to, packing, wrapping, bags, containers or reels, unless otherwise stated herein.

(3) No exception to delivery dates shall be allowed unless prior written approval is first obtained from TCC. TCC reserves the right to cancel any undelivered portion of this order.

(4) Time of delivery is of the essence and TCC reserves the right to cancel any undelivered portion of this order for failure by the vendor to deliver on time. Vendor assumes responsibility of delay notwithstanding the cause.

(5) All payments to the vendor shall be remitted by mail. TCC shall not honor drafts, nor accept goods on a sight draft basis. Furthermore, the provisions or monies due under this contract shall not be assignable.

(6) SHIPPING INSTRUCTIONS: Unless otherwise specified, all goods are to be shipped prepaid, FOB destination. Where specific authorization is granted to ship goods FOB shipping point, vendor agrees to prepay all shipping charges, route cheapest common carrier, and to bill TCC as a separate item on the invoice for said charges, less federal transportation tax. Each invoice for shipping charges shall contain the original or a copy of the bill indicating that the payment for shipping has been made. It is also agreed that TCC reserves the right to refuse to accept any COD shipment.

(7) All goods or materials purchased herein are subject to the approval by TCC. Any rejections of goods or materials, whether held by TCC or returned, will be at the vendor's risk and expense.

(8) All invoices, packing lists, packages, shipping notices, instruction manuals, and any other written document affecting this contract shall contain the applicable purchase order number. Packing lists shall be enclosed in each and every box or package shipped pursuant to this contract, indicating the content therein.

(9) The vendor agrees to protect TCC against all claims, suits, or proceedings for patent, trademark, copyright, or franchise infringement arising from the purchase, installation or use of the goods and materials purchased herein. The vendor further agrees to assume all expenses and damages arising from such claims, suits, or proceedings.

(10) Vendor agrees that the waiver, acceptance, or failure by TCC to enforce any provisions, terms, or conditions of this contract shall not operate or be construed as a waiver of prior or subsequent breaches or the right of TCC to thereafter enforce such provisions.

(11) The vendor warrants all articles supplied under this contract to conform to specifications herein, to be fit and sufficient for the purposes manufactured, merchantable, of good material and workmanship, and free from defects.

(12) In the event that TCC is entitled to a cash discount, the period of computation shall commence on the date of delivery, or receipt of correctly completed vouchers, whichever is later. If an adjustment in payment is necessary due to damage, the cash discount period shall commence on the date final approval for payment is authorized.

(13) Unless otherwise indicated, TCC agrees to pay all state of Washington sales tax. No charges shall be made for the Federal excise and transportation taxes and TCC agrees to furnish vendor upon request with an exemption certificate.

(14) Vendor warrants and represents that all the goods and material contained herein are free and clear of all liens, claims or encumbrances of any kind whatsoever.

(15) Vendor agrees to bear all risks of loss, injury or destruction of goods and materials contained herein which occur prior to delivery and such loss, injury or destruction shall not release vendor from any obligation hereunder.

(16) The vendor agrees not to discriminate against any client, employee or applicant for employment or for services, because of race, creed, color, national origin, sex or age with regard to, but not limited to, the following: Employment upgrading, demotion or transfer; Recruitment or recruitment advertising; Layoffs or termination; Rates of pay or other forms of compensation; Selection for training; Rendition of services. It is further understood that any vendor who is in violation of this clause shall be barred forthwith from receiving awards of any purchase order from TCC, unless a satisfactory showing is made that discriminatory practices have terminated and that a recurrence of such acts is unlikely.

(17) All prices are to be included herein.

(18) In the event of a breach by the vendor of any of the provisions of this contract, TCC reserves the right to cancel and terminate this contract forthwith upon giving oral or written notice to the vendor.

(19) When special brands are named it shall be construed solely for the purpose of indicating the standards of quality, performance or use desired. Brands of equal quality, performance and use shall be considered, except as noted, provided vendor specifies the brand, model and submits descriptive literature, when available. Any bid containing a brand which is not of equal quality, performance, or use specified must be represented as an alternate and not as an equal, and failure to do so shall be sufficient reason to disregard the bid.

(20) Vendor covenants and agrees that in the event suit is instituted by the buyer for any default on the part of the Vendor, he shall pay to the buyer all costs, expenses expended or incurred by the buyer in connection therewith, and reasonable attorneys' fees.

LIBRARY CARD CATALOG CABINET

BID OPENING 8/14/69 - 2:00 P.M.

<u>VENDOR</u>	<u>UNIT</u>	<u>TOTAL</u>	
1. AMERICAN SEATING COMPANY			
2. GORDON K. ANDERSON ASSOCIATES	\$1095.00	\$2190.00	(Educators 639-60)
3. WESTERN SCHOOL SUPPLY	998.00	1996.00	(Buckstaff 5432-406)
	1025.00	2050.00	(Alt. - Vista Costa Mesa)
4. TIMMERMAN EQUIPMENT COMPANY	1000.00	2000.00	(Bellevue 2-141)
5. REMINGTON RAND	<u>728.45</u>	<u>1456.90</u>	(R/R 2436OR)
6. WASHINGTON SCHOOL SUPPLY CO.	850.85	1701.70	(Texwood 2058-0 Open Base)
	879.95	1759.90	( " 2058 Closed Base)
7. BRO-DART, INC.	741.25	1482.50	(BRO-60-881)
8. GAYLORD BROS., INC.	873.00	1746.00	(Gaylord 35-60-M)

BIDS MEETING SPECIFICATIONS INDICATED BY            RECOMMENDED.

GEORGE VAN MIEGHAM  
DEAN OF ADMINISTRATIVE SERVICES

BIDS NOT RETURNED:

AMERICAN SEATING COMPANY

AWARDS

REMINGTON RAND \$ 1456.90

INVITATION TO BID

Return To

Tacoma Community College, Business Office  
5900 So. 12th Street, Tacoma, Washington 98465

**THIS IS NOT AN ORDER**

August 4, 1969  
DATE

Please bid net prices at which you will agree to furnish any or all of the following articles, F.O.B. destination shown below and on pages 1. To receive consideration, bids must be made on this form and signed in full. Prices must be based on our units extended and totalled. Delivery guarantee must be filled in. Tacoma Community College reserves the right to accept or reject bids on each item separately or as a whole, to reject any or all bids, waive informalities and to contract as the best interests of Tacoma Community College may require. Bids are subject to, but not limited to, the invitation to bid, request for quotations and specifications and plans, and the standard terms and conditions contained on the reverse side hereof. All erasures and changes shall be initialed.

Item No.	Prices F. O. B. Tacoma	Bidder Must Enter All Extensions and Totals			
		Quantity	Unit	Unit Price	Amount
1	<p><u>LIBRARY CARD CATALOG CABINET</u></p> <p>Sixty Tray. Wood. Complete with base, legs and all side panels.</p> <p>Please submit specifications</p>	2	ea.		

PLEASE ENTER COMPANY NAME AND ADDRESS BELOW

TOTAL

Address

Mark Your Bid Envelope  
Business Office  
Tacoma Community College  
5900 So. 12th, Tacoma, Wash.

Bid Opens at

We guarantee delivery at destination from 8/14/69 via \_\_\_\_\_ 2:00 P.M. within \_\_\_\_\_ days after receipt of order at address shown. We will allow \_\_\_\_\_ discount for payment 10th proximo.

To the Tacoma Community College:

Date \_\_\_\_\_ 19 \_\_\_\_\_

We have read and agreed to the conditions noted above and in the Standard Terms and Quotations. We further agree to furnish the articles specified at the prices stated herein, to be delivered to the station or location and on the date as set forth herein.

Signature \_\_\_\_\_

Title \_\_\_\_\_

STANDARD TERMS AND CONDITIONS

This purchase order contract includes the following terms and conditions and includes, but is not limited to, the invitation to bid, request for quotations, specifications, plans and published rules and regulations of Tacoma Community College (TCC) and the laws of the State of Washington, which are hereby incorporated by reference.

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