



Office of Executive Vice President
Felipe R. Lopez
Executive Vice President of Business Services /
Assistant Superintendent

May 22, 2023

VIA E-MAIL ONLY

apark0006@student.cerritos.edu

Amy Parker

Re: California Public Records Act Request

Dear Ms. Parker,

This correspondence constitutes the Cerritos Community College District's ("District") response to your California Public Records Act ("CPRA") request received by the District via email on May 18, 2023. Specifically, you requested:

"PO1-64360-01200-230000000370-1-New"

Under the CPRA, a "public record" is defined as, "any writing containing information related to the conduct of the people's business prepared, owned, used, or retained by any state or local agency regardless of physical form or characteristics." (Government Code § 6252(e)).

The District has determined that items in your request identify public records in the possession of the District (Government Code section 6253, subsection (c)).

Enclosed you will find documents that are defined as a public record.

Please feel free to contact me if you have any questions regarding the above.

Sincerely,

Felipe R Lopez, MBA
Executive Vice President of Business Services/
Assistant Superintendent

Enclosed:

Attachment 1 - PO1-64360-01200-230000000370-1



SHIP TO:
 District Warehouse
 11051 166th Street
 Cerritos, CA 90703
 (Mon.-Fri.) 8:00 AM to 3:00 PM

BILL TO:
 Cerritos College
 Accounts Payable
 11110 Alondra Blvd
 Norwalk, CA 90650



PO1-64360-01200-230000000370-1

Final
PURCHASE ORDER NO
PO1-230000000370

VENDOR: 000001414 BANK OF AMERICA P.O. BOX 15796 WILMINGTON, DE 19886-5796 VENDOR CONTACT: No Contact	ISSUE DATE 03/02/2023	DUE DATE	BUYER NAME Inez Pineda	SPECIAL INSTRUCTIONS:
	VENDOR PHONE	PO TERMS	BUYER PHONE (562) 860-2451	
	VENDOR FAX	SHIP VIA	BUYER FAX	
	VENDOR EMAIL	FOB	BUYER EMAIL ipineda@cerritos.edu	

Line	Commodity Code	Commodity Description	Quantity	UOM	Unit Price	Total Line Amount
1	55101515	CCLC/California Community Colleges Women's Caucus Membership	1.00000	EA	150.000000	\$150.00

WAREHOUSE INSTRUCTIONS:
 District Warehouse

Issuer: Cheryl Thury

Requestor: Cheryl Thury

Sub Total: \$150.00
Tax Total: \$0.00
Freight Total: \$0.00
Total PO Amount: \$150.00

Inez Pineda

 AUTHORIZED/APPROVAL SIGNATURE
 Date/Time: 03/02/2023 11:33:06 AM



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Final

PURCHASE ORDER NO

PO1-230000000370

For Internal Use Only:

01.0-00000.0-00000-6721000-5310-04200 - \$150.00

Requisition IDs Referenced:

XREQ-230000002550