

Los Rios Community College District

PURCHASE ORDER NO B220072 CHANGE ORDER

Purchasing: (916)568-3071
LRCCDpurchase@losrios.edu

Accounting Ops: (916)568-3065 * FAX (916) 286-3636
Acctg-ops@losrios.edu

PLEASE SEE TERMS AND CONDITIONS APPENDED TO THIS PO

Date	Revision	Page
06/29/2021	2 - 11/22/2021	1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Method
Reference:	Location / Dept	
1030247 WILLIAMSM HANEYB	04OPER	

Supplier: 0000034445
SACRAMENTO VALLEY WILDLIFE SVCS LLC
PO BOX 2016
CARMICHAEL CA 95609

Phone: (916) 802-9453

email: info@sacramentowildlifeservices.com

Ship To: FOLSOM LAKE COLLEGE
RECEIVING
10 COLLEGE PARKWAY
FOLSOM CA 95630
United States

Bill To: LRCCD
Invoice to: acctg-ops@losrios.edu
1919 Spanos Court
Sacramento CA 95825-3981
United States

Tax Exempt? N

Line-Sch	Item/Description	Quantity UOM	PO Price	Extended Amt	Due Date
1- 1	BLANKET PURCHASE ORDER FOR SACRAMENTO VALLEY WILDLIFE SERVICES FOR FLC INCLUDING: \$245 INITIAL INSPECTION AND TRAP PLACEMENT THEN \$125 PER ANIMAL RELOCATION. PERIOD: 7/1/2021-05/31/2022	1.00 EA	4,045.00	4,045.00	06/30/2022

SEE EMAIL QUOTE

PY PO B210525

VALID FROM 7/1/2021 TO 05/31/2022

AUTHORIZED PERSONNEL:

MELISSA WILLIAMS
LEVI THIESSEN
TALINA BURKE
SERA CHADWICK

PER PO TERMS AND CONDITIONS ITEM #19 CONTRACTOR IS TO PROVIDE PROOF OF INSURANCE CERTIFICATES LISTING LRCCD AS ADDITIONALLY INSURED. HOLDER IS LRCCD, 1919 SPANOS CT., SACRAMENTO, CA 95825. EMAIL TO LRCCDPURCHASE@LOSRIOS.EDU. NO HARD COPY IS REQUIRED.

All shipments, invoices, and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to shipment.

Authorized Signature
AUTHORIZED SIGNATURE ON
PO TOTAL PAGE

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MATERIAL SAFETY DATA SHEETS (MSDS) must be provided with the delivery of product as required by law.

Change Order Request

Email Completed Change Order Request Form to: FLC-BSOChangeOrder@flc.losrios.edu

PO# B220072

REQUEST DATE: 11/22/2021

COLLEGE/DEPT.: FLC/OPERATIONS

(One PO per Change Order)

VENDOR NAME: SACRAMENTO VALLEY WILDLIFE

INCREASE BLANKET PO BY \$2,660

BUDGET: GENFD/5500/11/FL.VA.OPER/65700/00000/2022/041A

NEW BPO TOTAL \$ 4,045.00

REQUESTED BY: SERA CHADWICK

Los Rios Community College District

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Tax Exempt? N

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
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09-15-21 INCREASE PO BY \$765.00 PER J HARMAN. NEW PO TOTAL \$1,385.00 - SR

11-22-21 INCREASE PO BY \$2,660.00 PER J HARMAN. NEW PO TOTAL \$4,045.00 - SR

Sub Total Amount	4,045.00
Sales Tax Amount	0.00
Total PO Amount	4,045.00

<u>BU</u>	<u>Acct</u>	<u>Fd</u>	<u>Org</u>	<u>Prog</u>	<u>Sub</u>	<u>Proj</u>	<u>Amount</u>	<u>BYear</u>
GENFD	5500	11	FL.VA.OPER	65700	00000	041A	4,045.00	2022

0001030247CHAVEZA24-MAY-2021

Verification of this purchase order can be made using the Los Rios Community College District web site listed below. If you have any questions, please contact the Purchasing Office at email address: LRCCDpurchase@losrios.com.

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

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Authorized Signature



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Los Rios Community College District

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LRCCDpurchase@losrios.edu

Accounting Ops: (916)568-3065 * FAX (916) 286-3636
Acctg-ops@losrios.edu

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SACRAMENTO VALLEY WILDLIFE SVCS LLC
PO BOX 2016
CARMICHAEL CA 95609

Phone: (916) 802-9453

email: info@sacramentowildlifeservices.com

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1- 1	BLANKET PURCHASE ORDER FOR SACRAMENTO VALLEY WILDLIFE SERVICES FOR FLC INCLUDING: \$245 INITIAL INSPECTION AND TRAP PLACEMENT THEN \$125 PER ANIMAL RELOCATION. PERIOD: 7/1/2021-05/31/2022	1.00 EA	1,385.00	1,385.00	06/30/2022

SEE EMAIL QUOTE

PY PO B210525

VALID FROM 7/1/2021 TO 05/31/2022

AUTHORIZED PERSONNEL:

MELISSA WILLIAMS
LEVI THIESSEN
TALINA BURKE
SERA CHADWICK

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09-15-21 INCREASE PO BY \$765.00 PER J HARMAN. NEW PO TOTAL \$1,385.00 - SR

Sub Total Amount	1,385.00
Sales Tax Amount	0.00
Total PO Amount	1,385.00

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GENFD	5500	11	FL.VA.OPER	65700	00000	041A	1,385.00	2022

0001030247CHAVEZA24-MAY-2021

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<http://www.losrios.edu/purchasing/povalidation>

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Change Order Request

Email Completed Change Order Request Form to: FLC-BSOChangeOrder@flc.losrios.edu

PO# B220072 **REQUEST DATE:** 9/8/2021 **COLLEGE/DEPT.:** FLC/OPERATIONS
(One PO per Change Order)

VENDOR NAME: SACRAMENTO VALLEY WILDLIFE SERVICES

INCREASE BLANKET PO BY \$765.00
BUDGET: GENFD/5500/11/FL.VA.OPER/65700/00000/041A
NEW BPO TOTAL: \$ 1,385.00

REQUESTED BY: SERA CHADWICK

Los Rios Community College District

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Payment Terms NET 30	Freight Terms Shipping Point	Ship Via Best Method
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SEE EMAIL QUOTE

PY PO B210525

VALID FROM 7/1/2021 TO 05/31/2022

AUTHORIZED PERSONNEL:

MELISSA WILLIAMS
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Sub Total Amount	620.00
Sales Tax Amount	0.00
Total PO Amount	620.00

<u>BU</u>	<u>Acct</u>	<u>Fd</u>	<u>Org</u>	<u>Prog</u>	<u>Sub</u>	<u>Proj</u>	<u>Amount</u>	<u>BYear</u>
GENFD	5500	11	FL.VA.OPER	65700	00000	041A	620.00	2022

0001030247CHAVEZA24-MAY-2021

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Requisition

Supplier: SACRAMENTO VALLEY WILDLIFE SERVICES 00034445
 PO BOX 2016
 CARMICHAEL CA 95609
 United States

Phone: (916) 802-9453
email: info@sacramentowildlifeservices.com

Ship To: RECEIVING
 10 COLLEGE PARKWAY
 FOLSOM CA 95630

Business Unit: GENFD		OPEN
Req ID: 0001030247	Date: 07/01/2021	Page 1
Requisition Name: FY22 SACRAMENTO VALLEY SERVICE		
Requester Melissa Williams		
Requester Signature		
Buyer: Brenda Haney		
Approved:		
Entered By: CHADWICS 28-APR-2021		

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
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620.00 Sub-total
0.00 Est. tax

Total Requisition Amount: 620.00

SEE EMAIL QUOTE

PY PO B210525

VALID FROM 7/1/2021 TO 05/31/2022

AUTHORIZED PERSONNEL:

MELISSA WILLIAMS
 LEVI THIESSEN
 TALINA BURKE
 SERA CHADWICK

<u>BU</u>	<u>Acct</u>	<u>Fd</u>	<u>Org</u>	<u>Prog</u>	<u>Sub</u>	<u>Proj</u>	<u>Amount</u>
GENFD	5500	11	FL.VA.OPER	65700	00000	041A	620.00

Approval Signature	Approval Signature	Approval Signature
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From: [Williams, Melissa](#)
To: [Chadwick, Sera](#)
Subject: RE: FLC Skunk Issues
Date: Tuesday, October 27, 2020 10:21:16 AM

Sera,

Let's plan for 3 skunks. If there are more then we can increase it, but I hope there isn't.

Thank you for taking care of this.

Melissa Williams | Director of Administrative Services
Folsom Lake College | 10 College Parkway | Folsom, CA 95630
p. 916-608-6588 | f. 916-608-6746 | William@flc.losrios.edu | www.flc.losrios.edu

From: Chadwick, Sera
Sent: Tuesday, October 27, 2020 8:14 AM
To: Williams, Melissa <WilliaM@flc.losrios.edu>
Subject: FW: FLC Skunk Issues

Hi Missy,

I can use the e-mail as backup to setup a blanket purchase order for Sacramento wildlife. How much do you want to put in the Blanket purchase order since they charge \$145 per skunk removal and since we don't know how many of them are on our campus.

Thank you,

Sera Chadwick
FLC Operations
PH: (916)608-6602
chadwis@flc.losrios.edu
10 College Parkway
Folsom, CA 95630

From: Shala Shores <shalashala@sbcglobal.net>
Sent: Thursday, October 22, 2020 2:30 PM
To: Chadwick, Sera <ChadwiS@flc.losrios.edu>
Subject: Re: FLC Skunk Issues

CAUTION: This email originated from outside of Los Rios. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Sarah,

We will put you on the schedule for this Friday. Our technician, Paul, will give Michael a call when

he's on his way. Can we please get a cell number for Michael?

Sent from my iPhone

On Oct 22, 2020, at 10:49 AM, Shala Shores <shalashala@sbcglobal.net> wrote:

Hello Sera,

The initial inspection/trap placement is \$245. We charge \$125 per animal that we were moved. As far as the Dailey trap check goes we do charge a \$45 fee each day; however, if there is a trapped animal the day we check the traps that fee is waived. Please remind maintenance, the traps will need to be closed down on Fridays and opens back up on Mondays to prevent animals from being left in the traps over the weekend.

I will give you a call to schedule an appointment.

Thank you,
Shala Shores

Sent from my iPhone

On Oct 21, 2020, at 4:16 PM, Chadwick, Sera <ChadwiS@flc.losrios.edu> wrote:

Hello,

I wanted to follow up my voicemail with this e-mail. Our campus here at Folsom Lake College need your services with trapping and relocating skunks and would like to schedule an inspection and set traps. Michael, our grounds supervisor is available tomorrow and Friday from 6:00am – 2:30pm and would be happy to meet your service tech, if timing works for them? Let me know if you prefer to schedule for next week instead.

Also, can you please send me an official quote or proposal and please include fees for daily inspection of traps, so I can work on a purchase order.

Thank you,

Sera Chadwick
FLC Operations
PH: (916)608-6602
chadwis@flc.losrios.edu
10 College Parkway
Folsom, CA 95630

<image001.png>

