

CITY OF GARDEN GROVE

Regarding: "RFP No. S-1188"

Background: On March 4, 2016 the City issued an RFP for Tree Maintenance Services and at the June 28th Council Meeting City Staff recommended contract award to WCA under Agenda Item 7.b.

I would like to make a Public Records Request for the following documents.

1. Any and all amendments or updates which have been put in place since the original contract. If any of these items updated the pricing structure, I would like a copy of the revised schedule of compensation as well.
2. If the RFP required a contractor qualification evaluation, I would like copies of all forms provided by the City for each contractor that submitted a proposal.
3. I would like to make a request for all Invoicing for the last (2) two full fiscal periods of this contract (FY 17/18, 18/19). Please include the fiscal year end Work Summary's, bi-weekly Invoice's, and associated Invoice Detail Sheets that accompany each of the bi-weekly Invoice Summary's. (*Samples of each are provided on the next page.*)
 - If there are multiple accounts being billed (i.e. Public Works, Parks, etc.) I will request the above mentioned for each account.
 - Copies of these will most likely be held by the Purchasing / Finance Department.

I appreciate your attention to this matter and please do not hesitate to contact me if there is anything that I can do to help assist or expedite this request.

Sample: Work Summary

WCA WORK SUMMARY		JOB #24949			
13-14 Street Tree Maintenance					
SUMMARY BY COST	QTY	U/M	PRICE	COUNT	TOTAL
Full Pruning II < 4 DSH	117	Each	\$20.00		\$2,340.00
Full Pruning II 4-12 DSH	230	Each	\$90.00		\$20,700.00
Full Pruning II 12-18 DSH	242	Each	\$140.00		\$33,880.00
Full Pruning II 18-24 DSH	184	Each	\$180.00		\$33,120.00
Full Pruning II > 24 DSH	333	Each	\$250.00		\$83,250.00
Wash Palm Pruning > 10'	117	Each	\$75.00		\$8,775.00
Queen Palm Pruning 18-40"	20	Each	\$25.00		\$500.00
Queen Palm Pruning > 40"	0	Each	\$45.00		\$0.00
Partial Pruning IV > 4 DSH	22	Each	\$150.00		\$3,300.00
Tree Removal < 4 DSH	0	Each	\$50.00		\$0.00
Tree Removal 4-12 DSH	106	Each	\$200.00		\$21,200.00
Tree Removal 12-18 DSH	62	Each	\$300.00		\$18,600.00
Tree Removal 18-24 DSH	27	Each	\$400.00		\$10,800.00
Tree Removal > 24 DSH	28	Each	\$500.00		\$14,000.00
Stump Removal 4-12 DSH	30	Each	\$75.00		\$2,250.00
Stump Removal > 12 DSH	53	Each	\$100.00		\$5,300.00
Plant 13 Gal +/- 18	0	Each	\$80.00		\$0.00
Plant 24" Box +/- 18	0	Each	\$180.00		\$0.00
Plant 36" Box +/- 18	0	Each	\$90.00		\$0.00
Times Light Stranded Invert	0	Each	\$11.50		\$0.00
Times Light Stranded Remove	0	Each	\$11.50		\$0.00
Road Pruning	0	Man Hour	\$50.00		\$0.00
Crew Rental	0	Hour	\$100.00		\$0.00
Crew Rental (2 men @ \$100/hr)	1,865	Man Hour	\$50.00		\$93,250.00
Emergency Crew Rental (2 men @ \$200/hr)	36	Man Hour	\$100.00		\$3,600.00
YEAR TO DATE SUMMARY: \$386,115.00					

Sample: Invoice

WCA INVOICE		West Coast Arborists, Inc.			
718.991.1900 • 800.931.3714 • Fax 714.996.3745 • WCANINC.com • EIN# 95-330682					
Invoice Date	PO #	Terms	Cont. #	Job #	Invoice #
3/31/2014	140020	DUE UPON RECEIPT	96	24949	92639
Customer			Job Description/Location		
CITY OF MISSION VIEJO ATTN: SUSAN PATTERSON 27204 EAST LA PAL ROAD MISSION VIEJO, CA 92692			13-14 Street Tree Maintenance See attached list of locations & quantities Work Completed: 3/1/2014 - 3/31/2014		
TREE MAINTENANCE DESCRIPTION	QTY	U/M	PRICE	COUNT	TOTAL
Full Pruning II 4-12 DSH	11	Each	\$90.00		\$990.00
Full Pruning II 12-18 DSH	12	Each	\$140.00		\$1,680.00
Full Pruning II 18-24 DSH	12	Each	\$180.00		\$2,160.00
Full Pruning II > 24 DSH	40	Each	\$250.00		\$10,000.00
Partial Pruning IV > 4 DSH	11	Each	\$150.00		\$1,650.00
Tree Removal 4-12 DSH	5	Each	\$200.00		\$1,000.00
Tree Removal 12-18 DSH	4	Each	\$300.00		\$1,200.00
Tree Removal 18-24 DSH	1	Each	\$400.00		\$400.00
Tree Removal > 24 DSH	1	Each	\$500.00		\$500.00
Crew Rental (2 men @ \$100/hr)	188	Man Hour	\$50.00		\$9,400.00
Emergency Crew Rental (2 men @ \$200/hr)	4	Man Hour	\$100.00		\$400.00
TOTAL DUE: \$29,800.00					
Call Rates Center 800.931.3714 for payment.					
RECEIVED APR - 8 2014 PUBLIC SERVICES <i>Rail Wilson</i> 04-10-14					
We send our sincere thanks & appreciation for your business.					
MARC BURROUGHS, Area Manager mrburro@wcaninc.com • 714.992.0567 ext			MAYALA RELENDEZ, Customer Service Representative mrelen@wcaninc.com • 952.211.2714		
DISCLAIMER: West Coast Arborists, Inc. warrants the quality of work performed. However, we do not warrant the City's arborist tree condition list before or after the work is performed. The amount of work to be performed is based on the City's arborist tree condition list. The City is not responsible for any damage to property or persons caused by the work performed. Conditions and other factors within trees and their growth, which are not predictable, may affect the quality of work performed. The City is not responsible for any damage to property or persons caused by the work performed. The City is not responsible for any damage to property or persons caused by the work performed. The City is not responsible for any damage to property or persons caused by the work performed.					

Sample: Invoice Detail Sheet

CITY OF MISSION VIEJO - TREE MAINTENANCE PROGRAM		Full Pruning II > 24 DSH			
Doc. #	Street Address	U/M	On Address	Material	Contract
P-2	2 X 2 P 1 ITEM 1	P	11	Price Services	COMBET (18 IN)
P-2	2 X 2 P 1 ITEM 1	P	118	Price Services	MONTREY FINE
P-2	2 X 2 P 1 ITEM 2	P	30	Price Services	MONTREY FINE
P-2	2 X 2 P 1 ITEM 2	P	244	Price Services	MONTREY FINE
P-2	2 X 2 P 1 ITEM 2	P	245	Price Services	MONTREY FINE
P-2	2 X 2 P 1 ITEM 1	P	24	Price Services	SILVER DOLLAR
P-2	2 X 2 P 1 ITEM 1	P	163	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	164	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	165	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	166	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	167	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	168	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	169	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	170	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	171	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	172	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	173	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	174	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	175	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	176	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	177	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	178	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	179	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	180	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	181	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	182	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	183	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	184	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	185	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	186	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	187	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	188	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	189	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	190	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	191	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	192	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	193	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	194	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	195	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	196	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	197	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	198	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	199	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	200	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	201	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	202	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	203	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	204	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	205	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	206	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	207	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	208	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	209	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	210	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	211	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	212	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	213	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	214	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	215	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	216	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	217	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	218	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	219	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	220	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	221	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	222	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	223	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	224	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	225	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	226	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	227	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	228	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	229	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	230	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	231	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	232	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	233	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	234	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	235	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	236	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	237	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	238	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	239	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	240	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	241	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	242	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	243	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	244	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	245	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	246	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	247	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	248	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	249	Price Services	ALPINE FINE
P-2	2 X 2 P 1 ITEM 1	P	250	Price Services	ALPINE FINE