

RFP AWARD RECOMMENDATION

CITY OF RIVERSIDE
Finance Department

DATE SUBMITTED: 02/03/2026

RFP NO.	RFP TITLE	DEPARTMENT/DIVISION
2506	Continuity of Operations Plan (COOP)	Fire-Special Services
		DATE RFP OPENED
		10/08/2025
PROPOSALS RECEIVED (8)		INVITATIONS ISSUED (Online)

RFP PRICE GOOD THROUGH: February 5, 2026

PROPOSERS	CITY, STATE	EVALUATION RANKING
Tetra Tech, Inc.	Pasadena, CA	1
Hagerty Consulting, Inc.	Evanston, IL	2
The Resiliency Initiative, Inc.	Los Angeles, CA	3
Arroyo West LLC	South Pasadena, CA	4
Coordinated Consulting Services	Beaverton, OR	5
Facility Engineering Associates, PC	Fairfax, VA	6
Active Analysis Consulting, LLC	Boulder, CO	7
*Jacob Green and Associates Inc	Tustin, CA	8

*Vendors were deemed unresponsive due to not meeting the minimum requirements of experience

RFP DESCRIPTION: The project consists of a company designing and delivering workshops to help small businesses and non-profits create a Continuity of Operations Plan (COOP) within the Riverside Urban Area Security Initiative operating areas. The chosen vendor will hold educational sessions in three geographical regions, ensuring participants develop a structured plan to complete their COOP.

RFP Recommended For Award (Includes Sales Tax) ☐ 10% Surety Included ☒ Contract
☒ 10% Surety not required ☒ Purchase Order

Best Ranking Proposer	Amount of Award
Tetra Tech	\$105,000.00

COMMENTS:

The Fire Department - Special Services Division has evaluated all proposals received and is requesting that award be made to the best overall solution based on the evaluation process. The Purchasing Division concurs that the action to award is in compliance with Purchasing Resolution 24101.

Submitted by: Jennifer McCoy Purchasing Manager Date: 12/16/2025