

RFP AWARD RECOMMENDATION

CITY OF RIVERSIDE
Finance Department

DATE SUBMITTED: 12/09/2025

RFP NO.	RFP TITLE	DEPARTMENT/DIVISION
2386	On-Call External Panel for Investigative Services	Human Resources
		DATE RFP OPENED
		02/26/2025
PROPOSALS RECEIVED (11)		INVITATIONS ISSUED (Online)

PROPOSERS	CITY, STATE	EVALUATION RANKING
Nevins Professional Investigations	Oak Hills, CA	<u>1</u>
Norman A. Traub & Associates LLC	Westlake Village, CA	<u>2</u>
Leal Trejo, APC	Long Beach, CA	<u>3</u>
JL GROUP, LLC	Laguna Niguel, CA	<u>4</u>
Boucher Law, PC	Berkeley, CA	<u>5</u>
Woodruff & Smart	Costa Mesa, CA	6
RJN Investigations, Inc.	Tustin, CA	7
Law Office of Sima Salek	Tarzana, CA	8
APEX Investigative Services, Inc.	Sacramento, CA	9
*Olivarez Madruga Law Organization, LLP	Los Angeles, CA	10
*Ellis Investigations Law Corporation	Sacramento, CA	11

*Vendors were deemed unresponsive due to: Olivarez having a 90-day expiration on their Proposal and we required 120-day guarantee of pricing, Ellis requested contingencies/conditions/exceptions to the Agreement and we do not negotiate our Terms.

RFP DESCRIPTION: The project consists of qualified individuals and/or firms ("Company") providing the City with thorough administrative investigations in accordance with City policies and applicable laws.

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

Best Ranking Proposer	Amount of Award
Nevins Professional Investigations	<u>\$1,000,000.00</u>
Norman A. Traub & Associates LLC	<u>\$1,000,000.00</u>
Leal Trejo, APC	<u>\$1,000,000.00</u>
JL GROUP, LLC	<u>\$1,000,000.00</u>
Boucher Law, PC	<u>\$1,000,000.00</u>

COMMENTS:

The Human Resources Department has evaluated all proposals received and is requesting that award be made to the best overall five (5) companies 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: 11/06/2025