



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: JUNE 23, 2026

FROM: PUBLIC UTILITIES DEPARTMENT WARDS: ALL

SUBJECT: PROFESSIONAL CONSULTANT SERVICES AGREEMENT FROM RFP NO. 2542 WITH BABCOCK LABORATORIES, INC OF RIVERSIDE, CALIFORNIA FOR LABORATORY TESTING AND ANALYTICAL SERVICES FOR THE TERM OF THREE YEARS FOR \$3,319,632, WITH THE OPTION TO EXTEND FOR TWO ONE-YEAR TERMS, IN THE AMOUNT OF \$2,213,088 ANNUALLY PLUS 10% CHANGE ORDER AUTHORITY IN THE AMOUNT OF \$553,272 FOR A TOTAL AGREEMENT AMOUNT OF \$6,085,992

ISSUE:

Approve a Professional Consultant Services Agreement from RFP No. 2542 with Babcock Laboratories, Inc of Riverside, California for laboratory testing and analytical services for the term of three years for \$3,319,632, with the option to extend for two one-year terms, in the amount of \$2,213,088 plus 10% change order authority in the amount of \$553,272 for a total agreement amount of \$6,085,992.

RECOMMENDATIONS:

That the City Council:

1. Approve a Professional Consultant Services Agreement from RFP No. 2542 with Babcock Laboratories, Inc of Riverside, California for laboratory testing and analytical services for the term of three years for \$3,319,632, with the option to extend for two one-year terms, in the amount of \$2,213,088 plus 10% change order authority in the amount of \$553,272 for a total agreement amount of \$6,085,992: and
2. Authorize the City Manager, or designee, to execute the Agreement with Babcock Laboratories, Inc including making minor and non-substantive changes, including extensions up to two additional one-year terms, subject to the availability of budgeted funds.

BOARD RECOMMENDATION:

On June 8, 2026, the Board of Public Utilities, with all members present, voted unanimously to recommend that the City Council Approve a Professional Consultant Services Agreement from RFP No. 2542 with Babcock Laboratories, Inc of Riverside, California for laboratory testing and

analytical services for the term of three years for \$3,319,632, with the option to extend for two one-year terms, in the amount of \$2,213,088 plus 10% change order authority in the amount of \$553,272 for a total agreement amount of \$6,085,992.

BACKGROUND:

The Public Utilities Department Water Division is required by the United States and California Environmental Protection Agencies to comply with both the Federal and State Safe Drinking Water Acts and environmental laws pertaining to drinking and environmental water quality. The water division collects over 36,000 water samples for laboratory testing from its drinking water sources, treatment plants, distribution system, and non-potable sources. These samples are required to be analyzed by a state certified laboratory. The sample results are reported to various regulatory agencies. The current Professional Consultant Services Agreement with Babcock Laboratories, Inc. expires on June 30, 2026.

DISCUSSION:

Purchasing Overview

Request for Proposal (RFP) No. 2542 was posted on the City’s online bidding system, Planet Bids, on February 13, 2026, seeking prospective bidders to provide comprehensive microbiological and chemical analytical services for drinking water, raw water, non-potable water, stormwater and related environmental samples.

The solicitation notification is summarized in the table below:

| Action | Number of Vendors |
|------------------------------------|-------------------|
| External Vendors Notified | 500 |
| City of Riverside Vendors Notified | 134 |
| Vendors who downloaded the RFP | 21 |
| Proposals received | 5 |

RFP 2542 closed on March 6, 2026, with a total of five (5) responses. All responses were found to be responsive and responsible. Under the guidance of the purchasing department three (3) City staff evaluated the proposals, which resulted in Babcock Laboratories, Inc ranking No. 1. The evaluation criteria, total points and rankings for each evaluation round are summarized in the tables below.

| Evaluation Criteria | Total Points |
|-------------------------------|--------------|
| Qualifications and Experience | 30% |
| Approach and Methodology | 30% |
| Professional References | 15% |
| Pricing | 25% |

Evaluation Results

| Vendor | Location | Total Points | Price | Rank |
|--|---------------|--------------|-------------|------|
| Babcock Laboratories, Inc. | Riverside, CA | 917.41 | \$3,319,632 | 1 |
| Eurofins Drinking Water and Wastewater West, LLC | Pomona, CA | 830.00 | \$2,355,771 | 2 |

| Vendor | Location | Total Points | Price | Rank |
|---|----------------------|--------------|-------------|------|
| Weck Analytical Environmental Services Inc. | City of Industry, CA | 788.92 | \$3,202,172 | 3 |
| BSK Associates | Fresno, CA | 680.53 | \$4,345,479 | 4 |
| Positive Lab Service | Los Angeles, CA | 379.41 | \$9,913,215 | 5 |

Purchasing Resolution 24101, Section 508 Awards states, “Contracts procured through Formal Procurement shall be awarded by the Awarding Entity to the Lowest Responsive and Responsible, except that... (c) Contracts procured through Formal Procurement for Services or Professional Services, where a Request for Proposals or Request for Qualifications was used to solicit Bids, shall be awarded by the Awarding Entity in accordance with the evaluation criteria set forth in the Request for Proposals or Request for Qualifications.”

The Purchasing Manager concurs that the recommended actions are in compliance with Purchasing Resolution No. 24101.

FISCAL IMPACT:

The total fiscal impact of the actions of this report is a total of \$3,319,632 over a three-year term. Sufficient funds are budgeted and available in the FY 2026-2028 Biennial Budget that will be presented to Council for adoption in June 2026 in the Public Utilities account 6200000-421000 – Professional Services. Appropriations for future fiscal years will be included in future Fiscal Year budget preparations.

Prepared by: Robin Glenney, Utilities Assistant General Manager/Water
 Approved by: David A. Garcia, Utilities General Manager
 Certified as to availability of funds: Julie Nemes, Interim Finance Director
 Approved by: Gilbert Hernandez, Interim Assistant City Manager
 Approved as to form: Rebecca McKee-Reimbold, Interim City Attorney

Attachments:

1. RFP Award Recommendation
2. Services Agreement
3. Presentation