



# RIVERSIDE PUBLIC UTILITIES

## Board Memorandum

**BOARD OF PUBLIC UTILITIES**

**DATE: JULY 14, 2025**

**SUBJECT: SERVICE AGREEMENT FROM REQUEST FOR BID NO. 8159 FOR WEED ABATEMENT SERVICES AT VARIOUS RIVERSIDE PUBLIC UTILITIES WATER DIVISION PROPERTIES LOCATED IN SAN BERNARDINO COUNTY WITH MASTER LANDSCAPE & MAINTENANCE, INC. OF WESTMINSTER, CALIFORNIA FOR A TERM UNTIL JUNE 30, 2026, WITH THE OPTION TO EXTEND FOR THREE (3) ADDITIONAL ONE (1) YEAR TERMS, IN A NOT-TO-EXCEED AMOUNT OF \$167,260**

**ISSUE:**

Consider approval of a Service Agreement from Request for Bid No. 8159 for weed abatement services at various Riverside Public Utilities Water Division properties located in San Bernardino County with Master Landscape & Maintenance, Inc. of Westminster, California for a term until June 30, 2026, with the option to extend for three (3) additional one (1) year terms, in a not-to-exceed amount of \$167,260.

**RECOMMENDATIONS:**

That the Board of Public Utilities:

1. Approve a Service Agreement from Request for Bid No. 8159 for weed abatement services at various Riverside Public Utilities Water Division properties located in San Bernardino County with Master Landscape & Maintenance, Inc. of Westminster, California for a term until June 30, 2026, with the option to extend for three (3) additional one (1) year terms, in a not-to-exceed amount of \$167,260; and
2. Authorize the City Manager, or designee, to execute the Service Agreement and additional extensions, as well as any other documents necessary to effectuate the project described herein, as well as the ability to make minor non-substantive changes in accordance with all purchasing policies.

**BACKGROUND:**

The City of Riverside Public Utilities Department (RPU) Water Division owns twenty-four (24) properties located in the County of San Bernardino that require varying levels of weed abatement services throughout the year. Weed abatement is a mandated program required by the State Fire Marshall and enforced by local agencies to reduce the risk of wildfires. As the climate changes,

fire reduction programs have become year-round activities instead of being limited to certain seasons. Local agencies notify property owners of compliance orders using weed abatement notices. Weed abatement must be completed in a timely fashion to reduce the risk to life or property.

It is critical that RPU follows the best practices and maintains the ability to act quickly in response to weed abatement notices and be able to address weed abatement concerns in a timely manner. Therefore, RPU hires outside vendors to perform the necessary weed abatement services on its properties. For properties located in San Bernardino County, these services include discing of open areas and handwork along fence lines to clear weeds and vendors are generally retained using a multi-year contract. The previous vendor performing the weed abatement services went out of business, so staff is seeking the services of a new vendor to continue the services.

Due to different requirements, properties within San Bernardino County can be cleared using discing, but properties within Riverside can only be mowed. Therefore, staff is seeking the services of a vendor with discing equipment to clear properties located in San Bernardino County as this is the most effective method for open area weed abatement.

As an alternative to performing weed abatement using mechanical equipment, staff considered the use of livestock, such as goats. However, the use of goats for weed abatement presents several unique challenges, especially in areas where RPU Water Division properties are located. Interface with adjacent urban development coupled with noise and odor concerns, maintaining sanitary conditions around well sites, the potential for goats to fall into open canal structures or blowoff pits, mobilization, and time to abate large areas (avg. 5 days per acre) make it a less desirable option for weed abatement. Overall costs could be two to four times as much as we are currently paying for traditional weed abatement services. Therefore, the use of goats would not be the most cost-effective use of ratepayer funds and would not provide efficient weed abatement service.

## **DISCUSSION:**

Request for Bid (RFB) No. 8159 was posted on the City's online bidding system, Planet Bids, on February 20, 2025, seeking bidders to provide weed abatement services at various Public Utilities facilities in San Bernardino County.

The six bids are summarized in the table below. The Engineer's estimate for this project was \$160,000 for one year of service.

<b>Action</b>	<b>Number of Vendors</b>
External Vendors Notified	500
City of Riverside Vendors Notified	128
Vendors who downloaded the RFB	60
Bids received	6

The initial term of the new weed abatement contract was set for three years. After RFB 8159 was posted several vendors notified the City that bonding companies were hesitant to bond for more than a 1-year period so they could not obtain bonding for multiple years. The Purchasing Dept. issued an addendum to the bid and reduced the initial term to 1 year so contractors could obtain bonding.

The initial term of the Agreement will be for one (1) year, with the option to extend for three additional one-year terms upon satisfactory performance by the contractor and mutual agreement between the City and contractor. Should the option to extend be exercised the City and contractor shall negotiate any price modifications based on the specifications of RFB 8159.

RFB 8159 closed on March 28, 2025, with a total of six (6) responses. Four (4) responses were found to be responsive and responsible, with two (2) responses being nonresponsive for not having submitted a Bid Bond or changing pricing after bid close to include additional bonding fees.

The bid results are listed in the table below.

<b>Vendor</b>	<b>Location</b>	<b>Total Cost</b>
West SWPPP Services*	Redlands, CA	\$154,940.00
<b>Master Landscape &amp; Maintenance, Inc.</b>	<b>Westminster, CA</b>	<b>\$167,260.00</b>
Howards Weed Abatement*	Cherry Valley, CA	\$237,244.00
Integrity Arborist and Ecoscape Inc	Riverside, CA	\$276,720.00
DeAngelo Contracting Services, LLC	Hazleton, CA	\$345,056.00
J. Orozco Enterprises	Pomona, CA	\$1,830,000.00

\*Nonresponsive vendor

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 Bidder.”

The Purchasing Manager concurs that the recommended actions are in accordance with Purchasing Resolution 24101.

### **FISCAL IMPACT:**

The total fiscal impact is \$167,260. Sufficient funds are available in the Public Utilities Water Production & Operations Professional Services Account No. 6200000-421000.

Prepared by:	Robin Glenny, Utilities Assistant General Manager/Water
Approved by:	David A. Garcia, Utilities General Manager
Certified as to availability of funds:	Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by:	Rafael Guzman, Assistant City Manager
Approved as to form:	Rebecca McKee-Reimbold, Interim City Attorney

### **Attachments:**

1. Service Agreement
2. Bid Recommendation
3. Presentation