



City of Arts & Innovation

Joint City Council/Housing Authority/Successor Agency to the Redevelopment Agency of the City of Riverside Memorandum

TO: HONORABLE MAYOR, CITY COUNCIL AND HOUSING AUTHORITY MEMBERS **DATE: APRIL 8, 2025**

FROM: COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT **WARDS: ALL**
HOUSING AND HUMAN SERVICES DEPARTMENT

SUBJECT: APPROVE SERVICE AGREEMENTS FROM REQUEST FOR PROPOSAL NO. 2313 FOR PROPERTY MAINTENANCE SERVICES WITH MULTIPLE VENDORS FOR CITY-OWNED PROPERTIES IN THE AMOUNT OF \$800,000, SUCCESSOR AGENCY-OWNED PROPERTIES IN THE AMOUNT OF \$800,000, AND HOUSING AUTHORITY-OWNED PROPERTIES IN THE AMOUNT OF \$450,000 FOR AN INITIAL THREE-YEAR TERM WITH TWO (2) ONE-YEAR OPTIONS TO EXTEND

ISSUES:

Approval of Service Agreements from Request for Proposal No. 2313 for Property Maintenance Services with multiple vendors for City-owned properties in the amount of \$800,000, Successor Agency-owned properties in the amount of \$800,000, and Housing Authority-owned properties in the amount of \$450,000 for an initial three-year term with two (2) one-year options to extend.

RECOMMENDATIONS:

That the City Council:

1. Approve the Service Agreements from Request for Proposal No. 2313 with Corky's Pest Control Inc. in the amount of \$16,000, Lyle Castillo dba Twin Builders in the amount of \$376,000, MacGen Construction, Inc. in the amount of \$16,000, Pestmaster Services, L.P. in the amount of \$16,000, and Real Estate Consulting & Services, Inc. in the amount of \$376,000 for property maintenance services of City-owned properties in a total amount of \$800,000 for a three-year term with the option to extend the agreement for two one-year terms; and
2. Authorize the City Manager, or designee, to execute the Service Agreements including

making minor non-substantive changes, and the optional two one-year options to extend for property maintenance services of City-owned properties.

That the Successor Agency:

1. Adopt the attached resolution authorizing the Successor Agency to enter into Service Agreements from Request for Proposal No. 2313 with Corky's Pest Control Inc. in the amount of \$16,000, Lyle Castillo dba Twin Builders in the amount of \$376,000, MacGen Construction, Inc. in the amount of \$16,000, Pestmaster Services, L.P. in the amount of \$16,000, and Real Estate Consulting & Services, Inc. in the amount of \$376,000 for property maintenance services of Successor Agency-owned properties in a total amount of \$800,000 for a three-year term with the option to extend the agreement for two one-year terms;
2. Recommend that the Countywide Oversight Board adopt a resolution authorizing the Successor Agency to enter into Service Agreements from Request for Proposal No. 2313 with Corky's Pest Control Inc. in the amount of \$16,000, Lyle Castillo dba Twin Builders in the amount of \$376,000, MacGen Construction, Inc. in the amount of \$16,000, Pestmaster Services, L.P. in the amount of \$16,000, and Real Estate Consulting & Services, Inc. in the amount of \$376,000 for property maintenance services of Successor Agency-owned properties in a total amount of \$800,000 for a three-year term with the option to extend the agreement for two one-year terms; and
3. Authorize the Executive Director, or designee, to execute the Service Agreements including making minor non-substantive changes, and the optional two one-year options to extend for property maintenance services of Successor Agency-owned properties.

That the Housing Authority:

1. Approve the Service Agreements from Request for Proposal No. 2313 with Corky's Pest Control Inc. in the amount of \$5,000, Lyle Castillo dba Twin Builders in the amount of \$220,000, MacGen Construction, Inc. in the amount of \$5,000, Pestmaster Services, L.P. in the amount of \$5,000, and Real Estate Consulting & Services, Inc. in the amount of \$215,000 for property maintenance services of Housing Authority-owned properties in a total amount of \$450,000 for a three-year term with the option to extend the agreement for two one-year terms; and
2. Authorize the Executive Director, or designee, to execute the Service Agreements including making minor non-substantive changes, and the optional two one-year options to extend for property maintenance services of Housing Authority-owned properties.

BACKGROUND:

In 2012, the City received an average of 10 complaints daily regarding unkept properties, illegal activities, homeless encampments, thefts, Haz Mat conditions, fires, trespassing, loitering, unsanitary conditions, vandalism, abandoned and illegally parked vehicles, and unauthorized signage. A property management program, created by the current Real Property Compliance Officer, was developed to mitigate the unsanitary and unsafe conditions of the City's properties. There are currently 49 properties being maintained consisting of 14 Successor Agency-owned

properties, 11 Housing Authority-owned properties, and 24 City-owned properties.

Property maintenance needs of the City include but are not limited to the following services; overgrown weeds and vegetation, dumped trash, abandoned, or illegally parked vehicles, homeless encampment removal, graffiti removal, pest control which include gophers, mice and rats, stringer insects which include bees, mosquitoes, hornets, spiders, fleas, damage/vandalism to city property, arborists requirements and the removal of Haz Mat materials for Successor Agency, Housing Authority and City owned properties as proposed.

To ensure the properties are maintained at an acceptable standard, and to keep complaints at a minimum, the City secured a property management contractor to complete a site visit at each property every two to three days. If a problem was observed, a work order was submitted to a contractor to respond to and abate the issue in a timely manner.

On March 6, 2020, the City awarded Request for Proposal (RFP) No. 1970 to Lyle Castillo dba Twin Builders to provide property maintenance services for an initial three-year term with two one-year options to extend. The Service Agreement, including the two one-year options to extend expired on March 6, 2025.

DISCUSSION:

To meet property management needs of Successor Agency, Housing Authority, and City-owned properties, Request for Proposal (RFP) No. 2313 was posted on the City’s online bidding system, Planet Bids, on December 15, 2023, seeking prospective bidders to provide one or more services broken up in seven (7) categories; (A) securing vandalized properties, (B) painting, (C) weed abatement, (D) fencing, (E) pest control, (F) erosion control, and (G) debris removal.

The solicitation notification is summarized in the table below:

Action	Number of Vendors
External Vendors Notified	500
City of Riverside Vendors Notified	553
Vendors who downloaded the RFP	52
Proposals received	15

RFP 2313 closed on January 9, 2024, with a total of 15 responses. Nine (9) proposals were found to be responsive and responsible, and six (6) proposals were found to be nonresponsive for not providing all the required documentation or not having current DIR registrations. Under the guidance of the purchasing department, three (3) City staff members evaluated the proposals in each category, which resulted in six (6) vendors qualifying for contracts. The evaluation criteria, total points and rankings for the evaluation are summarized in the tables below.

Evaluation Criteria	Total Percentage
Qualifications	35%
Experience (Projects of similar size & scope)	20%
Professional References	10%
Approach and Methodology	10%
Pricing	25%

Evaluation Results

VENDOR	LOCATION	TOTAL POINTS PER CATEGORY							AWARDED CATEGORIES
		A	B	C	D	E	F	G	
Corky's Pest Control	San Marcos	N/A	N/A	N/A	N/A	256.92	N/A	N/A	E
Elegant Construction Inc	Irvine	267.27	168.37	54.19	181.63	47.00	188.89	161.94	N/A
HCI Environmental	Corona	273.80	33.43	26.74	N/A	N/A	N/A	216.84	N/A
Lawnscape Systems, Inc.	Montclair	N/A	N/A	105.20	N/A	N/A	N/A	N/A	N/A
MACGEN CONSTRUCTION	Goleta	312.57	265.46	132.89	177.92	177.55	162.92	160.96	B
Mariposa Landscapes, Inc.**	Irwindale	N/A	N/A	335.50	N/A	250.24	N/A	N/A	BID WITHDRAWN
Pestmaster Services, L.P.	Cudahy	N/A	N/A	159.63	N/A	265.49	N/A	N/A	E
Real Estate Consulting & Services, Inc	Lake Elsinore	1136.41	236.63	421.30	257.00	94.00	239.00	378.01	A, B, C, D, F, G
Twin Builders	Corona	1010.37	254.00	441.74	249.00	229.00	214.00	403.75	A, B, C, D, E, F, G
Sharp Exterminator Incorporated*	Rialto	N/A	N/A	N/A	N/A	N/A	N/A	N/A	NONRESPONSIVE
Trebolt Development*	Indio	N/A	N/A	N/A	N/A	N/A	N/A	N/A	NONRESPONSIVE
Enviroserv, Inc. dba Allguard Termite and Pest Control*	Brea	N/A	N/A	N/A	N/A	N/A	N/A	N/A	NONRESPONSIVE
Jp Construction*	Riverside	N/A	N/A	N/A	N/A	N/A	N/A	N/A	NONRESPONSIVE
MaxBuild construction*	Newport Beach	N/A	N/A	N/A	N/A	N/A	N/A	N/A	NONRESPONSIVE
New Systems Exterminating*	Downey	N/A	N/A	N/A	N/A	N/A	N/A	N/A	NONRESPONSIVE

*Vendors nonresponsive for missing documentation or expired DIR registrations.

**Vendor withdrew proposal.

The Purchasing Division reached out to the six (6) highest ranked vendors and asked for their best and final offers, resulting in Corky's Pest Control, Macgen Construction, Pestmaster Services, and Twin Builders reducing their labor rates. Real Estate Consulting Services did not provide a best and final offer as they provided the lowest rate for the services. Mariposa Landscape decided to withdraw their proposal since the pricing could not be held due to the length of time it took to award the contracts from the original RFP closing.

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."

Purchasing Manager concurs that the recommendation to award is in compliance with Purchasing Resolution 24101.

FISCAL IMPACT:

There is no immediate fiscal impact as the agreements included in this report are utilized on an as-needed basis but may be up to a total not to exceed amount of \$2,050,000 for the term.

Successor Agency property maintenance agreements will be funded in accordance with the amounts budgeted on a property specific basis in accordance with the Recognized Obligation Payment Schedules.

The Housing Authority Services Agreement will be funded by appropriated project budgets based on eligible funding sources which include but are not limited to Neighborhood Stabilization Program Funds and the City Council approved Housing Authority Biennial Budget.

The City Services Agreement will be funded in accordance with the City Council approved Biennial Budget. Sufficient funds exist in department budgets for FY 2024/25. Future budgets will include necessary funding to cover the costs of the agreements.

Prepared by:	Megan Stoye, Housing and Human Services Department Deputy Director
Approved by:	Michelle Davis, Housing and Human Services Director Jennifer Lilley, Community & Economic Development Director
Certified as to availability of funds:	Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by:	Mike Futrell, City Manager
Approved as to form:	Jack Liu, Interim City Attorney

Attachments:

- Resolution
- Services Agreement – City-owned Corky's Pest Control

- Services Agreement – City-owned Lyle Castillo dba Twin Builders
- Services Agreement – City-owned MacGen Construction
- Services Agreement – City-owned Pestmaster Services L.P.
- Services Agreement – City-owned Real Estate Consulting & Services, Inc.
- Services Agreement – Successor Agency-owned Corky's Pest Control
- Services Agreement – Successor Agency-owned Lyle Castillo dba Twin Builders
- Services Agreement – Successor Agency-owned MacGen Construction
- Services Agreement – Successor Agency-owned Pestmaster Services L.P.
- Services Agreement – Successor Agency-owned Real Estate Consulting & Services, Inc.
- Services Agreement – Housing Authority-owned Corky's Pest Control
- Services Agreement – Housing Authority-owned Lyle Castillo dba Twin Builders
- Services Agreement – Housing Authority-owned MacGen Construction
- Services Agreement – Housing Authority-owned Pestmaster Services L.P.
- Services Agreement – Housing Authority-owned Real Estate Consulting & Services, Inc.
- RFP Award Recommendation