



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: AUGUST 11, 2026

FROM: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT WARDS: 1, 2, 3, 4, 6 & 7

SUBJECT: SERVICES AGREEMENT FROM REQUEST FOR BID NO. 8245 WITH NORTH HILLS RECYCLING, INC. OF GRANADA HILLS, CALIFORNIA, FOR REPLACEMENT AND REPLENISHMENT OF WOOD FIBER SURFACING AT CITY PLAYGROUNDS FOR THE TERM OF FIVE (5) YEARS IN THE AMOUNT OF \$300,000

ISSUE:

Consider approving a Services Agreement from RFB No. 8245 with North Hills Recycling, Inc. of Granada Hills, California, for replacement and replenishment of wood fiber surfacing at city playgrounds for the term of five (5) years in the amount of \$300,000.

RECOMMENDATIONS:

That the City Council:

1. Approve a Services Agreement with North Hills Recycling, Inc. of Granada Hills, California, for replacement and replenishment of wood fiber surfacing at city playgrounds for the term of five (5) years in the amount of \$300,000; and
2. Authorize the City Manager, or designee, to execute the Agreement with North Hills Recycling, Inc. including making minor and non-substantive changes.

BACKGROUND:

The Parks Division utilizes Engineered Wood Fiber (EWF) as the protective surfacing material at City playgrounds. Over time, EWF naturally compacts, decomposes, and is displaced through regular use and weather conditions, reducing the depth of the surfacing beneath and around playground equipment. To maintain compliance with recommended fall zone requirements, the Parks Division periodically replenishes, or "tops off," the engineered wood fiber at each playground location.

Maintaining the proper depth of EWF is a critical safety obligation, as it helps provide the impact attenuation necessary to reduce the risk of injury from falls. Routine replenishment ensures that

playgrounds continue to meet safety standards and provide a safe recreational environment for the community.

DISCUSSION:

Due to current budget constraints, the Parks Division has been able to perform EWF top-offs approximately once every other year or every two years. While this approach has allowed the Division to address the most critical needs, it does not provide the frequency necessary to consistently maintain optimal surfacing depths across all playgrounds.

Approval of this contract will allow the Parks Division to replenish engineered wood fiber on a more regular basis, ensuring playground fall zones remain at the appropriate depth, improving overall safety, extending the life of the surfacing material, and supporting proactive maintenance of the City's playground facilities.

Purchasing Overview

On March 11, 2026, the City's Purchasing Division (Purchasing) issued Request for Bids (RFB) No. 8245 on PlanetBids seeking prospective bidders to replace various city playground surfacing and replenish with Engineered Wood Fiber (EWF) with a bid pricing structure of per Cubic Yard.

The solicitation notification is summarized in the table below:

Action	Number of Vendors
External Vendors Notified	500
City of Riverside Vendors Notified	161
Vendors who downloaded the RFP	28
Proposals received	4

A total of 4 questions were received from prospective bidders, and 2 addendums were posted. RFB No. 8245 closed on April 1, 2026, with a total of 4 responses. There were 2 vendors who were deemed unresponsive due to not including the required CSLB class, not having an active DIR, and not having the required 2 years of experience under the same legally registered name.

The bid results are listed in the table below:

Vendor	Location	Bid Total Per Cubic Yard	Rank
North Hills Recycling, Inc.	Granada Hills, CA	\$51.50	1
Turboscape, Inc	Riverside, CA	\$56.00	2
Apollo Wood Recovery, Inc*	Chino, CA	\$55.75	3
Rosenex*	San Diego, CA	\$158.00	4

*Non-responsive vendors

North Hills Recycling, Inc was deemed the lowest responsive and responsible bidder.

This action is pursuant to Purchasing Resolution 24101, Section 508 which 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 action is compliant with Purchasing

Resolution 24101.

FISCAL IMPACT:

The total fiscal impact of the actions of this report is a total of \$330,000, including a 10% change order authority, over a 5-year term. Sufficient funds for Fiscal Year 2026/27 is budgeted and available in Measure Z Capital Fund, Parks Deferred Maintenance Project account number 9280799-462050.

Prepared by:	Vanessa Mayne, Senior Administrative Analyst
Approved by:	Pamela M. Galera, Parks, Recreation and Community Services Director
Certified as to availability of funds:	Julie Nemes, Finance Director
Approved by:	Kris Martinez, Assistant City Manager
Approved as to form:	James Johnson, City Attorney

Attachments:

1. Agreement
2. Award Recommendation
3. Presentation