

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF BOARD GOVERNED COUNTY SERVICE AREAS
AND RECORD OF ACTION**

May 5, 2026

FROM

NOEL CASTILLO, Director, Department of Public Works – Special Districts

SUBJECT

Construction Contract for the County Service Area 70 GH Glen Helen – Lytle Creek North Rotor Assembly & Scum Skimmer Project

RECOMMENDATION(S)

Acting as the governing body of County Service Area 70 GH Glen Helen:

1. Approve Addendum No. 1, issued on January 26, 2026, Addendum No. 2, issued on February 02, 2026, and Addendum No. 3, issued on February 11, 2026, to the bid documents for the County Service Area 70 GH Glen Helen – Lytle Creek North Rotor Assembly & Scum Skimmer Project.
2. Award construction **Contract No. 26-347** to Gierlich-Mitchell, Inc. in the amount of \$999,500 for the County Service Area 70 GH Glen Helen – Lytle Creek North Rotor Assembly & Scum Skimmer Project.
3. Authorize a contingency fund of \$99,950 for the County Service Area 70 GH Glen Helen – Lytle Creek North Rotor Assembly & Scum Skimmer Project.
4. Authorize the Director of the Department of Public Works to approve expenditures up to \$99,950 for verified quantity overruns for this unit-priced construction contract.
5. Authorize Director of the Department of Public Works to approve necessary changes or additions in the work being performed under the construction contract for a total amount not-to-exceed \$62,475 of the \$99,950 contingency fund, pursuant to Public Contract Code section 20142.
6. Authorize the Director of the Department of Public Works to accept the work when 100% complete and execute and file the Notice of Completion.

(Presenter: Noel Castillo, Director, 387-7906)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally Responsible and Business-Like Manner.

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). County Service Area (CSA) 70 GH Glen Helen (District) is funded by sanitation fees charged to customers based on usage. On June 10, 2025 (Item No. 139), the Board approved the Lytle Creek North Rotor Assembly & Scum Skimmer Project (Project). Sufficient appropriation is included in the District's 2025-26 budget and will be included in future recommended budgets as necessary.

BACKGROUND INFORMATION

**Construction Contract for the County Service Area 70 GH Glen Helen -
Lytle Creek North Rotor Assembly & Scum Skimmer Project
May 5, 2026**

The Department of Public Works – Special Districts (Department), through its Water & Sanitation Division (WAS), directly manages, operates, and maintains the district, including Lytle Creek North Treatment Facility.

The Project will replace the existing scum skimmer which removes floating debris and the rotor assembly that supports water-treatment circulation in Oxidation Ditch Nos. 3 and 4 at the treatment plant. Both units are currently out of service, allowing this work to proceed without affecting ongoing operations. As part of the Project, staff and contractors will also inspect nearby components and address any additional repairs needed to ensure the long-term reliability and safety of the facility.

The Project aligns with the District and the Chief Executive Officer’s goals and objectives of ensuring development of a well-planned, balanced, and sustainable County by preserving and improving community facilities.

PROCUREMENT

On December 1, 2025, pursuant to County Policy 11-15, the Assistant Executive Officer (AEO) reviewed and approved plans and specifications, determined the Project is exempt from the California Environmental Quality Act (CEQA), and authorized the Department to advertise the Project for bidding. On December 29, 2025, the Department advertised the Project for bids through the County’s Electronic Procurement Network (e-Pro) (Bid No. SPD126-SPDAD-6225) and posted in the San Bernardino Sun newspaper in accordance with Public Contract Code section 22037.

During the bidding process, the following addendums were issued:

- Addendum No. 1: Changed the Bid Opening Date
- Addendum No. 2: Extended Questions & Answers and Changed Bid Opening Date
- Addendum No. 3: Added Plans & Allowed more time

On January 15, 2026, a total of three contractors attended the Mandatory Pre-Bid Meeting. On March 05, 2026, the Department received the following bids

Contractor Name	Bid Amount
Gierlich-Mitchell, Inc.	\$999,500
Sentry Equipment Corp.	Non-responsive

Although Sentry Equipment Corp. submitted the apparent low bid, they did not attend the mandatory pre-bid meeting, rendering their bid non-responsive. Attendance at the mandatory meeting was clearly stated in the bid documents as a requirement for bid responsiveness. Gierlich-Mitchell, Inc. attended the meeting and met all requirements.

Bid evaluation was performed in accordance with Public Contract Code section 20103.8, which provides the method for determining the lowest responsive and responsible bidder based solely on the Base Bid, as no additive or deductive items were included in the solicitation. Based on this evaluation, Gierlich-Mitchell, Inc. is the lowest responsive and responsible bidder.

No appeals or bid protests were received. The Department recommends awarding the construction contract to Gierlich-Mitchell, Inc. in the amount of \$999,500, with a construction timeline of 260 days after notice to proceed.

**Construction Contract for the County Service Area 70 GH Glen Helen -
Lytle Creek North Rotor Assembly & Scum Skimmer Project
May 5, 2026**

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Sophie Curtis, Deputy County Counsel, 387-5455) on March 30, 2026; Purchasing (Dylan Newton, Buyer, 387-3377) on April 7, 2026; and County Finance and Administration (Matthew Dalton, Administrative Analyst, 387-5005) on April 16, 2026.

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May 5, 2026**

Record of Action of the Board of Supervisors
Board Governed County Service Areas

APPROVED (CONSENT CALENDAR)

Moved: Curt Hagman Seconded: Joe Baca, Jr.
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY *Lynna Monell*
DATED: May 5, 2026



cc: PW/SD - Carillo w/agree
 Contractor - c/o PW/SD w/agree
 File - w/agree
MBA 05/15/2026