

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

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS
OF THE BIG BEAR VALLEY RECREATION AND PARK DISTRICT
AND RECORD OF ACTION**

December 5, 2023

FROM

BRENDON BIGGS, Director, Department of Public Works – Special Districts

SUBJECT

On-Call Snowplowing Removal and Cindering Services

RECOMMENDATION(S)

1. Acting as the governing body of Board Governed County Service Areas and their Zones, approve the following four contracts to obtain on-call and emergency snowplowing removal and cindering services on an as-needed basis from December 5, 2023 through June 30, 2025, with an aggregate amount not-to-exceed \$500,000 per contract over the term of the contract:
 - a. Arrowhead Engineering **Agreement No. 23-1286**
 - b. GM Excavating, Inc. **Agreement No. 23-1287**
 - c. Kirtley Construction, Inc. dba TK Construction **Agreement No. 23-1288**
 - d. William Kanayan Construction **Agreement No. 23-1289**
2. Acting as the governing body of the Big Bear Valley Recreation and Park District, approve the following four contracts to obtain on-call and emergency snowplowing removal and cindering services on an as-needed basis from December 5, 2023 through June 30, 2025, with an aggregate amount not-to-exceed \$500,000 per contract over the term of the contract:
 - a. Arrowhead Engineering Agreement No. 23-1286
 - b. GM Excavating, Inc. Agreement No. 23-1287
 - c. Kirtley Construction, Inc. dba TK Construction Agreement No. 23-1288
 - d. William Kanayan Construction Agreement No. 23-1289

(Presenter: Brendon Biggs, Director, 387-7906)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

Operate in a Fiscally-Responsible and Business-Like Manner.

Ensure Development of a Well-Planned, Balanced, and Sustainable County.

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

FINANCIAL IMPACT

This item will not result in the use of Discretionary General Funding (Net County Cost). Costs associated with the recommended contracts, which shall not exceed \$500,000 per contractor

On-Call Snowplowing Removal and Cindering Services December 5, 2023

over the term of the contract, will be funded through available revenue sources of the applicable Board Governed County Service Areas and their Zones, and the Big Bear Valley Recreation and Park District (collectively, Districts). Sufficient appropriation and revenue for the subject services are included in the Districts' 2023-24 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

The Department of Public Works - Special Districts (Department) administers road maintenance and operation services for the Districts, which at times require routine and emergency snow removal and cindering services in the mountain areas. The ability to have qualified contractors available in strategic locations greatly enhances and expedites the Department's capability to provide such services and respond to these needs.

On September 15, 2020 (Item No. 71), the Board of Supervisors/Board of Directors (Board) approved contracts with six contractors to perform on-call and emergency snow removal services for the Districts from September 15, 2020 through June 30, 2025. To ensure that the Districts have enough contractors for future storm events, the Department recommends that additional contractors be added.

The item seeks Board approval of contracts with four contractors to provide on-call services for routine and emergency snow removal and cindering services from December 5, 2023 through June 30, 2025. These contracts will allow for readily available services from pre-qualified contractors to enhance work efficiencies. Workloads and assignments to the on-call contractors will be based on availability, responsiveness, and expertise in areas of need.

PROCUREMENT

On September 25, 2023, the Department released Request for Proposal (RFP) No. SDD-051 to solicit proposals for on-call snowplowing removal and cindering services for the Districts. A total of six companies attended the mandatory preproposal conference held on October 5, 2023. Of these, the Department received four proposals in response to the RFP. Following the evaluation process described in the RFP, a panel of four knowledgeable Department staff reviewed all four responsive proposals and now recommends contracts with all four companies. No appeal/protest letters were received.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Aaron Gest, Deputy County Counsel, 387-5455) on November 8, 2023; Purchasing (Jason Cloninger, Lead Buyer, 387-8258) on November 2, 2023; Finance (Tom Forster, Administrative Analyst, 387-4635) on November 13, 2023; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on November 16, 2023.

**On-Call Snowplowing Removal and Cindering Services
December 5, 2023**

Record of Action of the Board of Directors
Big Bear Valley Recreation and Park District

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/SECRETARY

BY 
DATED: December 5, 2023



cc: SDD - Velasco w/ agrees
 Contractor c/o SDD w/ agree
 File w/ agree

JLL 12/7/2023