

**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**

September 9, 2025

FROM

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

SUBJECT

Contracts for On-Call Snowplowing, Snow Removal, and Storm Cleanup Services

RECOMMENDATION(S)

1. Acting as the governing body of all Board Governed County Services Areas and their Zones, approve six joint contracts, each by and between all Board Governed County Service Areas and their Zones, Big Bear Valley Recreation and Park District, and each of the following contractors to provide on-call and emergency snowplowing, snow removal, and storm cleanup services, during the period from September 9, 2025 to June 30, 2030, with an aggregate amount per contract over the five-year term:
 - a. Altmeyer, Inc. in an aggregate amount not-to-exceed \$1,500,000. **(Agreement No. 25-704)**
 - b. Robert Moss dba Arrowhead Engineering in an aggregate amount not-to-exceed \$2,000,000. **(Agreement No. 25-705)**
 - c. Bear Valley Paving in an aggregate amount not-to-exceed \$3,000,000. **(Agreement No. 25-706)**
 - d. Kirtley Construction, Inc., dba TK Construction in an aggregate amount not-to-exceed \$2,000,000. **(Agreement No. 25-707)**
 - e. S. Porter, Inc. in an aggregate amount not-to-exceed \$3,000,000. **(Agreement No. 25-708)**
 - f. Lake Arrowhead Construction Inc dba Trinity Construction in an aggregate amount not-to-exceed \$1,500,000. **(Agreement No. 25-709)**
2. Acting as the governing body of the Big Bear Valley Recreation and Park District, approve six joint contracts, each by and between all Board Governed County Service Areas and their Zones, Big Bear Valley Recreation and Park District, and each of the following contractors to provide on-call and emergency snowplowing, snow removal, and storm cleanup services, during the period from September 9, 2025 to June 30, 2030, with an aggregate amount per contract over the five-year term:
 - a. Altmeyer, Inc. in an aggregate amount not-to-exceed \$1,500,000. **(Agreement No. 25-704)**
 - b. Robert Moss dba Arrowhead Engineering in an aggregate amount not-to-exceed \$2,000,000. **(Agreement No. 25-705)**
 - c. Bear Valley Paving in an aggregate amount not-to-exceed \$3,000,000. **(Agreement No. 25-706)**

Contracts for On-Call Snowplowing, Snow Removal, and Storm Cleanup Services
September 9, 2025

- d. Kirtley Construction, Inc., dba TK Construction in an aggregate amount not-to-exceed \$2,000,000. **(Agreement No. 25-707)**
- e. S. Porter, Inc. in an aggregate amount not-to-exceed \$3,000,000. **(Agreement No. 25-708)**
- f. Lake Arrowhead Construction Inc dba Trinity Construction in an aggregate amount not-to-exceed \$1,500,000. **(Agreement No. 25-709)**

(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 Discretionary General Funding (Net County Cost). Costs associated with the recommended contracts 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). Adequate appropriation for the costs of these services is included in the Districts' respective 2025-26 budgets and will be included in future recommended budgets through the end of each contract.

The Department of Public Works (DPW) and the Districts have facilities located in close proximity to each other. In order to improve delivery of services, the Board of Supervisors, on June 13, 2023 (Item No. 92), approved a mutual aid agreement between DPW and the Districts for road maintenance/emergency repair and snow removal services in the mountain regions of the County. Should some of these recommended snow removal contractors perform services on County maintained roads, Department of Public Works (DPW) will reimburse the Districts for the cost of such services pursuant to Agreement No. 23-594. The not-to-exceed amount of the mutual aid agreement with DPW is \$750,000 for each party. Should some of these recommended snow removal contractors perform services on County maintained roads, DPW will reimburse the Districts for the cost of such services pursuant to this separate agreement.

BACKGROUND INFORMATION

The Department of Public Works – Special Districts (Department) administers the Districts, which at times require snowplowing, snow removal and storm cleanup services in the mountain areas. The ability to have pre-approved on-call contractors available in strategic locations for these services greatly enhances and expedites the Department's capability to respond to these needs.

This item seeks Board approval of contracts with six contractors to provide the subject services on an as-needed basis for the Districts. The recommended contracts will provide readily available on-call snowplow services from pre-qualified companies to enhance work efficiency. Workloads and assignments to the on-call contractors will be based on availability, responsiveness, and expertise in areas of particular need. Contractors will use Department approved application/software for mapping completed work.

PROCUREMENT

The Department approved and authorized the release of Request for Proposal (RFP) No. SDD-065 (SPD125-SPDAD-5835) on April 10, 2025, to solicit proposals from interested and qualified agencies to provide snowplowing, snow removal and storm cleanup services. The RFP was

Contracts for On-Call Snowplowing, Snow Removal, and Storm Cleanup Services
September 9, 2025

advertised in the County's Electronic Procurement System (e-Pro) in accordance with formal bidding procedures established by the County.

Six proposals were received by the established deadline in response to the RFP. Proposals from the six companies listed below met the minimum requirements and continued through the evaluation process.

Proposer Name	Location
Altmeyer, Inc.	Cedar Glen, CA
Robert Moss dba Arrowhead Engineering	Cedar Glen, CA
Bear Valley Paving	Big Bear Lake, CA
Kirtley Construction, Inc. dba TK Construction	San Bernardino, CA
S. Porter, Inc.	Big Bear Lake, CA
Lake Arrowhead Construction Inc dba Trinity Construction	Blue Jay, CA

The evaluation panel, with representation from the Department, reviewed and evaluated the proposals based on the criteria listed in the RFP. The criteria included: qualifications and experience, technical review, and references.

Based on evaluation criteria, the evaluation panel found Altmeyer, Inc., Robert Moss dba Arrowhead Engineering, Bear Valley Paving, Kirtley Construction Inc. dba TK Construction, S. Porter, Inc., and Lake Arrowhead Construction Inc. dba Trinity Construction best met the needs of the Districts. Award Letters were sent on June 26, 2025, to all responsible and responsive proposers. No protests were received.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Aaron Gest, Deputy County Counsel, 387-5455) on September 4, 2025; Purchasing (Dylan Newton, Buyer III, 387-3377) on July 31, 2025; County Finance and Administration (Amanda Trussell, Principal Administrative Analyst, 387-4773) on August 22, 2025.

**Contracts for On-Call Snowplowing, Snow Removal, and Storm Cleanup
Services
September 9, 2025**

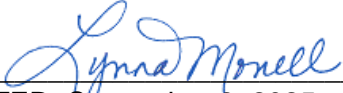
Record of Action of the Board of Directors
Big Bear Valley Recreation and Park District

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

APPROVED (CONSENT CALENDAR)

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

Lynna Monell, CLERK OF THE BOARD/SECRETARY

BY 
DATED: September 9, 2025



cc: PW/SD - Guerrero w/agree
Contractor - c/o PW/SD w/agree
File - w/agree
MBA 09/18/2025