



## Report to City Council

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**TO:** Mayor and City Council  
Mayor and City Council Acting in its Capacity as President  
and Members of the Board of Directors of the Moreno  
Valley Community Services District (CSD)

**FROM:** Dena Heald, Chief Financial Officer/City Treasurer

**AGENDA DATE:** May 6, 2025

**TITLE:** AWARD OF AN INDEPENDENT CONTRACTOR  
AGREEMENT FOR BACKFLOW TESTING AND REPAIR  
SERVICES)(AGMT. NO. 2025-\_\_\_\_) (REPORT OF:  
FINANCIAL AND MANAGEMENT SERVICES) (ALL  
DISTRICTS)

**TITLE SUMMARY:** Pursuant to an RFP process, approve the award of a 5-year  
Backflow Testing and Repair Services Agreement to E.R.  
Block Plumbing, Inc. (Agmt. No. 2025-\_\_) (All Districts)

**DISTRICT:** All Districts

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### Recommendation(s)

1. Approve the Agreement for Backflow Testing and Repair Services ("Agreement") with E.R. Block Plumbing, Inc. 10910 Hole Ave., Riverside, CA 92505, and waive any and all minor irregularities, to provide backflow testing and repair services to City maintained backflow prevention devices for a five-year contract amount of \$686,794.
2. Authorize the City Manager or his/her designee, to execute the Agreement with E.R. Block Plumbing, Inc. for backflow testing and repair services.
3. Approve the issuance of annual purchase orders to E.R. Block Plumbing, Inc. for a total amount of \$686,794, over the 5-year term of the agreement.

4. Authorize the Chief Financial Officer/City Treasurer to execute subsequent amendments to the Agreement, in accordance with its terms, subject to the approval of the City Attorney, provided sufficient funding appropriations and program approvals have been granted by the City Council.

## **SUMMARY**

This report recommends award of an Agreement to E.R. Block Plumbing, Inc. (the "Contractor"). The Agreement is for a 5-year term to provide backflow prevention device testing and repair services and is subject to an annual inflationary adjustment.

Funding for the backflow services is provided through a parcel charge collected as part of the annual property tax bill or through the general fund for those backflow devices located on City facilities.

## **DISCUSSION**

The City is responsible for approximately 392 backflow prevention devices. The backflow devices are part of the public landscaping infrastructure (e.g. landscape maintenance districts, parks, etc.) and protect our potable water supply. State regulations require the backflows be tested annually and if necessary, their immediate repair.

Backflow testing and repair services are performed by licensed and insured contractors. The contractors are selected through a competitive Request for Proposal (RFP) process every five years, consistent with the City's Procurement Policy. The Uniform Public Construction Cost Accounting Act and Public Contract Code 22022 (Municipal Code 3.12.320) allows the use of the RFP procurement process for landscape maintenance services.

On January 27, 2025, an RFP for the backflow services was issued using the City's electronic bid and vendor management system (OpenGov). One thousand, nine hundred and twenty-seven (1,927) vendors were notified of the RFP. Three (3) responses were received before the RFP due date of 2:00 p.m. on February 24, 2025.

The RFP requested information on the proposer's 1) ability to provide the services, 2) qualifications and certifications in accordance with accepted standards 3) references from other municipalities/public agencies where similar services have been provided, and 4) pricing. Evaluations of the responses were independently completed by representatives from the Parks and Landscapes Services Division, all of whom have backflow management experience.

Staff recommends 1) awarding the Agreement to E.R. Block Plumbing, Inc., waiving any and all minor irregularities, 2) authorizing the City Manager or his/her designee to execute the Agreement, 3) approve the issuance of an annual purchase order and 4) authorizing the Chief Financial Officer/City Treasurer to approve all future amendments, in accordance with the terms of the Agreement and subject to the approval of the City Attorney. Such amendments shall only be entered into provided they are within the authorized amount and provided sufficient funding appropriations and program approvals

have been granted by the City Council. Authorizing the Chief Financial Officer/City Treasurer to amend the Agreement allows for the adjustments in additional work services, as may be necessary, without a delay in service.

## **ALTERNATIVES**

1. Approve the Agreement for Backflow Services with E.R. Block Plumbing, Inc. and related recommended actions as presented in this staff report. *Staff recommends this alternative to remain in compliance with state regulations and to provide uninterrupted service of the City's backflow prevention devices.*
2. Do not approve the Agreement. *Staff does not recommend this alternative as it will be in violation of state regulations and cause an interruption in services. Additional costs may be incurred to obtain another contractor with no guarantee that a more qualified contractor can be found at a better cost.*
3. Do not approve the Agreement but continue the item to a future City Council meeting. *Staff does not recommend this alternative as it will be in violation of state regulations and cause an interruption in services.*

## **FISCAL IMPACT**

The term of the Agreement is for five years, provided funding appropriations and budget approvals have been granted by the City Council each fiscal year. The Agreement is subject to an annual Consumer Price Index (CPI) inflation adjustment, at the discretion of the City and with appropriate City Council funding and program approvals. The following table is the annual amount for the 5-year term of the Agreement. This includes an estimate for annual CPI adjustments and new landscape areas and backflow devices assumed for maintenance (e.g. addition of new landscape maintenance districts).

<b>Backflow Testing, Repair, and Replacement Services</b>						
	<b>FY 2025/26 Year 1</b>	<b>FY 2026/27 Year 2</b>	<b>FY 2027/28 Year 3</b>	<b>FY 2028/29 Year 4</b>	<b>FY 2029/30 Year 5</b>	<b>Proposed Contract Amount<sup>3</sup></b>
	Proposed	Estimate	Estimate	Estimate	Estimate	
Base Work <sup>1</sup>	\$ 19,500.00	\$ 21,100.00	\$ 22,300.00	\$ 23,500.00	\$ 24,800.00	\$ 111,200.00
Additional Work <sup>2</sup>	\$ 104,000.00	\$ 109,300.00	\$ 114,875.00	\$ 120,634.00	\$ 126,785.00	\$ 575,594.00
Total	\$ 123,500.00	\$ 130,400.00	\$ 137,175.00	\$ 144,134.00	\$ 151,585.00	\$ 686,794.00

<sup>1</sup>Base Work is for routine testing of backflow devices.

<sup>2</sup>Additional Work is for unanticipated/emergency repairs, parts and labor. Additional work amounts are estimated and may fluctuate in any given year based on the area's ability to support the services and City Council approval of appropriate funding levels. Pricing is based on pricing terms of the Agreement.

<sup>3</sup>Estimates based on information known at the time the amount was calculated. Actual amounts may vary depending on the addition/removal of landscape maintenance districts/additional backflows and City Council program and budget approvals. The purchase orders will be based on actual amounts authorized by the City Council. Represents amount for Special Districts. The Agreement's total amount (\$686,794) consists of budgets for Special Districts Landscaping (\$436,394), Parks Division (\$194,300), and Facilities Maintenance (\$56,100).

## **NOTIFICATION**

The RFP was posted on the City's bid portal (OpenGov) on January 27, 2025. OpenGov identified and notified 1,927 interested parties.

## **PREPARATION OF STAFF REPORT**

Prepared By:  
Felicia London  
Deputy Finance Director

Department Head Approval:  
Dena Heald  
Chief Financial Officer/City Treasurer

Concurred By:  
Kimberly Ganimian  
Special Districts Division Manager

Concurred By:  
Jeremy Bubnick  
Parks & Community Services Director

## **CITY COUNCIL GOALS**

**Positive Environment.** Create a positive environment for the development of Moreno Valley's future.

**Community Image, Neighborhood Pride and Cleanliness.** Promote a sense of community pride and foster an excellent image about our City by developing and executing programs which will result in quality development, enhanced neighborhood preservation efforts, including home rehabilitation and neighborhood restoration.

## **CITY COUNCIL STRATEGIC PRIORITIES**

1. Economic Development
2. Public Safety
3. Library
4. Infrastructure
5. Beautification, Community Engagement, and Quality of Life
6. Youth Programs

See the Discussion section above for details of how this action supports the City Council's Strategic Priorities.

## **ATTACHMENTS**

1. Draft Agreement for Backflow Testing and Repair Services

## **APPROVALS**

## Report Approval Details

Document Title:	STAFFREPORT_FMS_SD_AWARD OF BACKFLOW SERVICES CONTRACT_05.06.25.docx
Attachments:	- Draft Agreement for Backflow Testing and Repair Services.pdf
Final Approval Date:	Apr 29, 2025

This report and all of its attachments were approved and signed as outlined below:

### **No Signature found**

Felicia London, MPA

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Jeremy Bubnick

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