



# STAFF REPORT

DATE: 06/18/2025

TO: Honorable Mayor and City Council Members  
Honorable President and Board Members

FROM: Utilities Department

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**2025-256**

## **REQUEST FOR CITY COUNCIL AND CORONA UTILITY AUTHORITY ACTION**

### **SUBJECT:**

MAINTENANCE/GENERAL SERVICES AGREEMENT WITH RE CHAFFEE CONSTRUCTION, INC. FOR SPOILS REMOVAL SERVICES

### **EXECUTIVE SUMMARY:**

This staff report asks City Council to approve a Maintenance/General Services Agreement with RE Chaffee Construction, Inc., to provide As-Needed Spoils Removal Services for proper disposal of construction-related spoils stockpiled by the City of Corona Utilities Department and Public Works Department.

### **RECOMMENDED ACTION:**

That the City Council:

- a. Award Request for Proposal 25-058AS for Utilities Department Spoils Removal Services to RE Chaffee Construction, Inc., to perform As-Needed Spoils Removal Services.
- b. Approve the Maintenance/General Services Agreement with RE Chaffee Construction, Inc., of Wrightwood, CA, to perform As-Needed Spoils Removal Services in the amount of \$425,000.

- c. Authorize the City Manager, or his designee, to execute the Maintenance/General Services Agreement with RE Chaffee Construction, for a total contract of \$425,000 per fiscal year for the initial contract term ending June 30, 2027, with two (2) optional two-year extensions including the ability to negotiate and execute non-substantive changes and extensions, purchase orders and amendments up to \$42,500 or 10% of the original contract amount.
- d. Authorize the City Manager, or his designee, to issue a Purchase Order to RE Chaffee Construction, Inc. in the amount of \$425,000 per fiscal year.

That the Corona Utility Authority review, ratify, and, to the extent necessary, direct the City Council to take the above actions.

### **BACKGROUND & HISTORY:**

The Utilities Department generates substantial volumes of surplus materials, estimated between 3,000 and 5,000 tons annually, as a direct result of essential infrastructure development and maintenance activities citywide. The spoils stockpiled at Water Reclamation Facility No. 1 (WRF1) include a diverse range of materials and components, including excavated soils characterized by varying compositions of rock, sand, silt, and clay particles, as well as discarded roadway pavements such as bituminous concrete, stabilized base, and Portland cement concrete. These materials are continuously generated through ongoing projects related to water, sewer, and reclaimed water system maintenance and replacement, alongside routine facility upgrades, requiring consistent and efficient removal.

To address the crucial aspect of spoils removal, the City of Corona seeks to retain a contractor responsible for loading and transporting all generated spoils off-site, segregating different material types, and ensuring that disposal adheres strictly to all relevant local, state, and federal environmental laws and guidelines.

### **ANALYSIS:**

On March 24, 2025, the Purchasing Division issued a Request for Proposal (RFP 25-058AS) following the City Municipal Code (CMC) [Section 3.08.110](#) Non-Public Projects formal bidding procedure and purchasing policy on the City's PlanetBids bidding portal. A total of 303 vendors were solicited through PlanetBids, and 22 bid companies downloaded the RFP documents. In turn, the bid service companies notify their clients of the potential bid opportunity, thereby providing additional exposure for the project. Addendum No. 1 was posted in PlanetBids on April 8, 2025, in response to a question received. The City received two proposals through the PlanetBids bidding service by the proposal due date of April 22, 2025, from the following vendors:

- RE Chaffee Construction, Inc.
- Elka Construction, Inc.

Three staff members from the Utilities Department evaluated the proposals based on five criteria: Completeness of Response, Work Plan/Work Organization, Qualifications of

Company and Personnel, Approach to Safety Measures, and Reasonableness of Cost and Price.

The following is a summary of the proposal's evaluation results:

Vendor	Location	Evaluation Ranking
RE Chaffee Construction, Inc.	Wrightwood, CA	1
Elka Construction, Inc.	Temecula, CA	2

The rates submitted by RE Chaffee Construction, Inc. are outlined as follows:

Spoils Removal Regular Rate:

ITEM NO.	ITEM DESCRIPTION	QTY	Unit Measure	Unit Price
1	Wet/Dry Dirt	1	Ton	\$82
2	Asphalt	1	Ton	\$82
3	Concrete	1	Ton	\$82
4	Mixed Asphalt/Concrete/Dirt	1	Ton	\$82
<b>Total of Unit Prices</b>				<b>\$328</b>

Spoils Removal After Hours/Emergency Rate:

ITEM NO.	ITEM DESCRIPTION	QTY	Unit Measure	Unit Price
1	Wet/Dry Dirt	1	Ton	\$108
2	Asphalt	1	Ton	\$108
3	Concrete	1	Ton	\$108
4	Mixed Asphalt/Concrete/Dirt	1	Ton	\$108
<b>Total of Unit Prices</b>				<b>\$432</b>

*Note: The regular workday, as outlined in the contract, is Monday through Friday, 7 a.m. to 5 p.m.*

Following the evaluation of the proposal, staff determined that RE Chaffee Construction Inc. exhibits the essential skills, experience, and staffing required to complete the scope of work.

Staff recommends that the City Council approve the \$425,000 agreement for As-Needed Spoils Removal Services with RE Chaffee Construction, Inc. In addition to the Utilities Department, the Public Works Department also needs spoils removal at approximately \$15,000 per year, which has been included in the total compensation.

**FINANCIAL IMPACT:**

Funding for the recommended actions was included in the Adopted Fiscal Year 2026 Utilities Department's Operating Budget within the Water Utility Fund 570, Sewer Utility Fund 572, Reclaimed Water Utility Fund 567, as well as Public Works General Fund 110 within the Street Maintenance Operating Budget. Future funding will be recommended through the annual budget process.

**ENVIRONMENTAL ANALYSIS:**

This action is categorically exempt pursuant to Section 15302 (c) of the Guidelines for the California Environmental Quality Action (CEQA), which states that "operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the CEQA determination" and is therefore exempt from CEQA. This action involves hauling materials generated from repairs to existing infrastructure to maintain public health and safety. Therefore, is exempt from the requirements of CEQA, and no environmental analysis is required.

**PREPARED BY:** KATIE HOCKETT, ASSISTANT UTILITIES DIRECTOR

**REVIEWED BY:** TOM MOODY, UTILITIES DIRECTOR

**ATTACHMENT:**

1. Exhibit 1 – MGSA with RE Chaffee