



# STAFF REPORT

DATE: 11/05/2025

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

FROM: Utilities Department

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**2025-426**

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

### **SUBJECT:**

MAINTENANCE/GENERAL SERVICES AGREEMENTS FOR AS-NEEDED HAZARDOUS MATERIALS CLEANUP AND REMOVAL SERVICES WITH ENVIRONMENTAL LOGISTICS, INC., AMERICAN INTEGRATED SERVICES, INC. AND HUNTER CONSULTING, INC.

### **EXECUTIVE SUMMARY:**

This staff report requests that the City Council approve Maintenance/General Services Agreements to Environmental Logistics, Inc., American Integrated Services, Inc. and Hunter Consulting, Inc. dba HCI Environmental and Engineering for As-Needed Hazardous Materials Cleanup and Removal Services. These services are required to protect the health and safety of our residents and the local environment.

### **RECOMMENDED ACTION:**

That the City Council:

- a. Award Request for Proposals (RFP) No. 25-076AS for On-Call Citywide Hazardous Materials Cleanup and Removal Services to Environmental Logistics, Inc., American Integrated Services, Inc., and Hunter Consulting, Inc. dba HCI

Environmental and Engineering in the amount of \$215,000 each and waive any and all minor irregularities in the bidding documents as submitted by said bidder.

- b. Authorize the City Manager, or his designee, to execute Maintenance/General Services Agreements with Environmental Logistics, Inc., American Integrated Services, Inc. and Hunter Consulting, Inc. dba HCI Environmental and Engineering for a total of \$215,000 each per fiscal year and authorize the extension of each agreement with four (4) additional one (1) year optional renewal periods.
- c. Authorize the City Manager, or his designee, to issue purchase orders to Environmental Logistics, Inc., American Integrated Services, Inc. and Hunter Consulting, Inc. dba HCI Environmental and Engineering for a total of \$215,000 each per fiscal year.
- d. Authorize the City Manager, or his designee, to approve amendments/change orders necessary for the execution of the work, including any rate and/or total compensation increases negotiated by the parties made in accordance with and not to exceed the percentage of change in the United States Bureau of Labor Statistics Consumer Price Index All Urban Consumer for Riverside, California, Area (CPI-U), for the most recent twelve (12) months for which statistics are available.
- e. Authorize the City Manager, or his designee, to approve and execute any documents necessary to implement change orders, up to the amount authorized by Corona Municipal Code Section 3.08.060(J) with respect to the total compensation provided for the aforementioned agreements.

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

**BACKGROUND & HISTORY:**

The City of Corona requires hazardous material cleanup for various departments, including the Utilities Department, the Public Works Department, the Community Services Department and the Police Department. These services include hazardous materials abatement, toxic remediation, and biohazard remediation (crime scene cleanup).

Hazardous waste disposal is required for items such as oil, fuel, paint, batteries, sulfuric acid, lights, biohazards, sharps, NOS tanks, oxygen tanks, and asphalt emulsion at several City facility locations. Hazardous material cleanup is also required for police vehicle and jail cell cleaning, exterior trauma cleanup, and emergency hazardous material abatement.

**ANALYSIS:**

On July 29, 2025, Request for Proposals (RFP) 25-076AS was solicited for As-Needed Hazardous Materials Cleanup and Removal Services through the City's PlanetBids bidding portal. In order to select multiple contractors to complete the City's hazardous

materials cleanup and removal services, the Purchasing Division conducted the competitive process by means of an RFP, as allowed by Corona Municipal Code [Section 3.08.060\(H\)](#). Staff believes the RFP conducted for these services is in the best interest of the City because of the vital importance of maintaining readily available service providers for hazardous materials cleanup.

Five (5) proposals were received through the PlanetBids bidding service by the due date of August 26, 2025. One addendum was issued to address vendor questions and to remove two items from the scope of work and pricing sheet that are no longer applicable.

The evaluation team consisted of four (4) staff members, one from the Utilities Department, one from Public Works, one from Community Services, and one from the Police Department. Evaluation of the proposals was based on four essential criteria:

1. Qualification of Firm
2. Qualifications of Company and Personnel
3. Approach to Safety Measures
4. Reasonableness of Cost and Price

Environmental Logistics, Inc. obtained the highest score, followed by American Integrated Services, Inc. and Hunter Consulting, Inc. dba HCI Environmental and Engineering. Staff believe all three contractors are qualified to conduct the hazardous materials cleanup and removal services required by the City.

Staff recommends that City Council award the Request for Proposals and approve the Maintenance/General Services Agreements for a total amount of \$215,000 each per fiscal year to Environmental Logistics, Inc., American Integrated Services, Inc., and Hunter Consulting, Inc. dba HCI Environmental and Engineering. The requested \$215,000 award amount is based on historical hazardous materials needs and available budget. All licenses, references, and required documentation for Environmental Logistics, American Integrated Services, Inc., and Hunter Consulting dba HCI Environmental and Engineering have been reviewed and verified by City staff.

#### **FINANCIAL IMPACT:**

Funding for the recommended actions is available in the Fiscal Year 2026 Utilities, Public Works, Police, and Community Services departments' operating budgets in the General Fund 110, Measure A Fund 227, Gas Tax Fund 222, Water Utility Fund 570, Sewer Utility Fund 572, Reclaimed Water Utility Fund 567, and Greenfield Electric Utility Fund 578. Funding for future fiscal years' service will be recommended through the annual budget process.

#### **ENVIRONMENTAL ANALYSIS:**

This action is categorically exempt pursuant to Section 15330(b), Class 30 of the Guidelines for the California Environmental Quality Action (CEQA), which states any minor cleanup actions taken to prevent, minimize, stabilize, mitigate, or eliminate the release or threat of release of a hazardous waste or substance which are small or medium

removal actions costing \$1 million or less. This action involves the hiring of a qualified company to perform hazardous material cleanup and the abatement of hazardous materials from property to maintain public health and safety standards. There is no possibility that the recommended actions will have a significant effect on the environment.

**PREPARED BY:** ERIN KUNKLE, MAINTENANCE MANAGER

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

**ATTACHMENTS:**

1. Exhibit 1 – RFP Ranking Summary
2. Exhibit 2 – RFP Packet and Addendum 1
3. Exhibit 3 – Environmental Logistics, Inc. MGSA
4. Exhibit 4 – American Integrated Services, Inc. MGSA
5. Exhibit 5 – Hunter Consulting, Inc. dba HCI Environmental and Engineering MGSA