RIVERSIDE PUBLIC UTILITIES

Board Memorandum

BOARD OF PUBLIC UTILITIES **DATE: JUNE 8, 2026**

GENERAL MANAGER'S REPORT

SUBJECT: WATER DIVISION CONTRACTOR PANEL (PAVING CATEGORY) UPDATE AS OF MARCH 31, 2026

To streamline the bidding process for time-sensitive work, the Riverside Board of Public Utilities ("Board") on November 19, 2010, recommended to the City Council ("Council") approve the formation of the RPU Water Division Contractor Panel (Paving Category) ("Panel"). On December 7, 2010, the Council adopted a Resolution waiving the formal competitive procurement requirements, approved the formation of the Panel, and authorized the City Manager, or designee, to execute Master Agreements with each of the Panel members.

On November 1, 2013, the Board approved the first amendment to the Panel Master Agreement, extending the term for an additional three years through October 23, 2016. On September 26, 2016, the Board approved the second amendment extending the term for an additional three years through October 23, 2019. On September 23, 2019, the Board approved the third amendment to the Panel Master Agreement, extending the term for an additional three years through October 23, 2022. On September 26, 2022, the Board approved a fourth amendment to the Panel Master Agreement, extending the term for an additional three years through October 23, 2025. On August 12, 2024, the Board approved a fifth amendment to the Panel Master Agreement, extending the term for an additional three years through October 23, 2028, and increasing the individual Panel project cost limit of $500,000 to $950,000 to keep up with rising construction costs. On September 17, 2024, City Council approved the Board's recommendation.

Under the Panel, the City Manager, or his designee, is authorized to award works of public construction to the lowest responsive and responsible bidder for construction not to exceed $950,000, provided the expenditure has been approved by either the Board or Council, as applicable. The use of the Panel is beneficial in meeting deadlines related to construction work and urgent repair or replacement of facilities for specific types of routine work.

The Panel is used for projects that meet the following three criteria:

1) Construction of the project needs to start within two months from start of design;

2) Project cost is between $50,000 and $950,000; and

3) City staff do not have the ability (expertise) or the capacity (resources) needed to construct the project within the time frame required.

When RPU determines a need to use the Panel for a project that meets the criteria above, the Purchasing Manager sends a bid solicitation with a set of engineering plans and specifications to Panel members. Because Panel members have already executed a Master Agreement that includes the general and legal requirements of the contract, only the technical scope of work remains to be bid. Projects that deviate from these criteria proceed using the formal procurement process detailed in the Purchasing Resolution.