



*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: DECEMBER 9, 2025**

**FROM: PUBLIC WORKS DEPARTMENT      WARDS: ALL**

**SUBJECT: REQUEST FOR QUALIFICATIONS NO. 2456 – APPROVE SEVEN (7) MASTER AGREEMENTS FOR CONSTRUCTION IN AN AMOUNT NOT TO EXCEED \$5,000,000 PER CONTRACTOR FOR A CONTRACTORS PANEL TO PROVIDE CONSTRUCTION, MAINTENANCE, REPAIR, AND REHABILITATION SERVICES ON AN AS-NEEDED BASIS AT THE RIVERSIDE REGIONAL WATER QUALITY CONTROL PLANT, AND THE TEQUESQUITE LANDFILL FOR A FIVE -YEAR TERM ENDING JUNE 30, 2030**

## **ISSUE:**

Approve seven (7) Master Agreements for Construction in an amount not to exceed \$5,000,000 per contractor, for a Contractors Panel to provide Construction, Maintenance, Repair, and Rehabilitation Services on an as-needed basis at the Riverside Regional Water Quality Control Plant (RWQCP), and the Tequesquite Landfill, for a term of five (5) years ending June 30, 2030.

## **RECOMMENDATIONS:**

That the City Council:

1. Adopt a resolution, by at least five affirmative votes, waiving the formal competitive procurement requirements of Section 1109 of the City Charter for the bidding and award of Public Works construction projects under \$500,000 under the Master Agreement for Construction, Maintenance, Repair, and Rehabilitation Services at the Riverside Regional Water Quality Control Plant, and the Tequesquite Landfill and authorize the City Manager, or his designee, to award such construction projects;
2. Award Request for Qualifications No. 2456 for Construction, Maintenance, Repair, and Rehabilitation Services at the Riverside Regional Water Quality Control Plant, and the Tequesquite Landfill on an as-needed basis to the lowest responsive and responsible bidder for construction listed herein;
3. Approve seven (7) Master Agreements for Construction, Maintenance, Repair, and Rehabilitation Services at the Riverside Regional Water Quality Control Plant, and the Tequesquite Landfill on an as-needed basis, in an amount not to exceed \$5,000,000 per Contractor for a term of five (5) years ending June 30, 2030; and
4. Authorize the City Manager, or his designee, to execute the Master Agreement for Construction, Maintenance, Repair, and Rehabilitation Services at the Riverside Regional Water Quality Control Plant, and the Tequesquite Landfill on an as-needed basis, with the lowest responsive and responsible bidder for construction as noted herein. This includes

making non-substantive changes, excluding project-specific Supplemental Agreements, adding qualified contractors to the contractor panel and executing the Master Agreement(s) in substantially the same form as attached to this report, with subsequent reports to the City Council from time to time on the addition or deletion of panel members.

## **BACKGROUND:**

On April 5, 2022, City Council authorized the establishment of a construction services panel to support the Wastewater Division's RWQCP capital improvement program when needed. Over the past three years, eight (8) agreements have been issued to three (3) contractors, and one (1) PO with no agreement has been issued to one (1) contractor for the smaller projects less than \$25,000, in the total amount of \$1,183,246.62 (see Table 1 below). The contractor panel expired on March 30, 2025.

Table 1

	Contractor	Project Name	Agreement/PO Date	Amount
1	C.P. Construction Company, Inc.	1. DAF Drain Connection Project	4-14-2022	\$24,885
2	Downstream Services, Inc.	1. Wood Road Lift Station Grinder and Covers	10-7-2022	\$256,968
3	GSE Construction Company, Inc.	1. Riverside MBR Tank Walls Rehab -Walls 1-2 and 3-4 2. Security Fencing Phase III Location A & B 3. MBR Air Scour Blower Building Air Flow Project 4. Digester 5 Cleaning	12-21-2022 12-21-2022 4-25-2023 11-3-2023	\$89,900 \$188,770 \$48,500 \$417,282
4	MCC Equipment Rental	1. Oakwood Place Sewer Repair 2. MLK Blvd Emergency Sewer Repairs 3. Merrill Ave Emergency Sewer Spot Repair	11-13-2023 5-6-2024 10-31-2024	\$44,367.32 \$64,742 \$47,832.30

## **DISCUSSION:**

The contractors on the panel are pre-qualified to bid on construction projects under a Master Agreement. The Master Agreement incorporates all contractual requirements including bonding and insurance. When RWQCP requires work by a contractor, requests for bids are sent out to Panel members that are within their categories of installation and construction. Bids are returned and opened within two weeks. The Purchasing Division, will award each bid to the lowest responsive and responsible bidder by means of a signed Supplemental Agreement with required bonds, if necessary, and issuance of a Purchase Order. RWQCP will only use the Panel for projects that are less than \$500,000; projects exceeding this amount are bid through the City's formal competitive bidding process. Any project that exceeds the total \$500,000 amount during construction for change orders will be brought to Council for approval before work can begin.

City Charter section 1109 requires that public works construction projects be let to “the lowest responsible bidder after notice by publication in a newspaper of general circulation within the City by one or more insertions, the first of which shall be at least ten (10) days before the time for opening bids”. Section 1109 also provides that public works projects for the construction and/or improvement of any public utility operated by the City may be exempt from such requirement, provided that the City Council determines so by at least five affirmative votes. Under the proposed Panel, projects will still be awarded to the lowest responsive bidder, but advertisements for such bids will not be published in a newspaper within the Charter specified time requirements. The advertisement will be made through the Public Works Department Panel members.

### RFQ 2456

On May 29, 2025, the City of Riverside Public Works Department issued a Request for Qualifications (RFQ No. 2456) through the Finance Department’s formal bidding website. The range of construction services being sought include, but are not limited to; Sewer, Potable Water and Reclaimed Water Pipelines, property Security Systems, Miscellaneous Work and General Maintenance, Sewer Lift Station Repair/Rehabilitation, Instrumentation/Control Systems, SCADA, CCTV of City-wide Sewer Collection System, RWQCP Equipment Repair/Rehabilitation, Hazardous waste spill response & Confined Space rescue, City-wide Sewer Collection System Repair, City-wide Septic Pumping and Disposal, Tequesquite Landfill Gas Collection System Repair and Rehabilitation, Sewer Pipeline Cleaning, Sewer Pipeline Lining, and Utility Potholing Services.

Upon releasing RFQ 2456, a total of 2,381 City of Riverside vendors were notified. No addenda released. One (1) question was responded to, and the City did not host a pre-proposal meeting.

Seven (7) contractors submitted proposals. One (1) company (Inland Electric, Inc.) was deemed non-responsive as they failed to provide references and did not meet the requirement of five (5) years of experience in the categories listed in the table below.

A review panel consisting of Public Works Department staff reviewed the proposals and found that all seven (7) contractors were qualified in some or all of their respective areas and were determined to be both responsive and responsible. Below is a list of the thirteen categories. No proposals were submitted, and no contractors requested to be prequalified for categories E, G, I, J, K, and L.

<b>Category</b>	<b>Description</b>
A	Sewer, Potable Water and Reclaimed Water Pipelines and associated ancillary devices & equipment within the RWQCP
B	Miscellaneous Work and General Maintenance, Repair and Rehabilitation within the RWQCP
C	Sewer Lift Station Repair/Rehabilitation
D	Instrumentation/Control Systems, SCADA
E	CCTV Equipment and Maintenance of Pipe Systems
F	RWQCP Equipment Repair/Rehabilitation
G	Hazardous Waste Spill Response & Confined Space Rescue

H	City-wide Sewer Collection System Repair
I	City-wide Septic Pumping and Disposal
J	Tequesquite Landfill Gas Collection System, Flare and Water Monitoring Well Maintenance, Repair and Rehabilitation
K	Sewer Pipeline Cleaning
L	Sewer Pipeline Lining
M	Utility Potholing Services

### Master Panel Agreements

Attached are the seven (7) Master Agreements for Construction, Maintenance, Repair and Rehabilitation Services for the Contractors Panel. The terms of the agreements for construction services extend through June 30, 2030. The maximum total cumulative cost for each Master Agreement is \$5,000,000 over a period of five (5) years. Each contractor has been pre-qualified, based on the RFQ results, in one or more of the following categories:

	<b>Contractors Name</b>	<b>Category</b>	<b>City</b>
1	Access General Contracting, Inc.	B	Corona, CA
2	Blue Collar Contractor Inc.	D	Upland, CA
3	E.J. Meyer Company	A,H,M	Yucaipa, CA
4	GSE Construction Company, Inc.	A,B,C,F,H	Livermore, CA
5	Kirtley Construction, Inc.	A,B,C,H,M	San Bernardino, CA
6	Metrocell Construction, Inc.	B	Chino, CA
7	SCW Contracting Corp.	A,B,C,F,H	Fallbrook, CA

\*\* Non-Responsive (Inland Electric, Inc.)

Purchasing Resolution 24101 Section 508 states, “Contracts procured through Formal Procurement shall be awarded by the Awarding Entity to the Lowest Responsive and Responsible Bidder, except that...(c) Contracts procured through Formal Procurement for Services or Professional Services, where a Request for Proposals or Request for Qualifications was used to solicit Bids, shall be awarded by the Awarding Entity in accordance with the evaluation criteria set forth in the Request for Proposals or Request for Qualifications...”

The Purchasing Manager concurs that the recommendation to award complies with Purchasing Resolution No. 24101 Section 508.

## **FISCAL IMPACT:**

The total fiscal impact of the seven Master Agreements is up to a total of \$5,000,000 over the five-year term of the agreements. The charges related to the agreements will be charged to various Sewer Fund Capital project budgets on an as-needed basis based on available budget within those capital projects.

Prepared by: Elaine Radke, Senior Engineer  
Approved by: Gilbert Hernandez, Public Works Director  
Certified as to  
availability of funds: Kristie Thomas, Finance Director/Assistant Chief Financial Officer  
Approved by: Kris Martinez, Assistant City Manager  
Approved as to form: Rebecca McKee-Reimbold, Interim City Attorney

### Attachments:

1. Master Agreements
2. Bid Award Recommendation
3. Resolution