



RIVERSIDE PUBLIC UTILITIES

Board Memorandum

BOARD OF PUBLIC UTILITIES

DATE: MARCH 23, 2026

SUBJECT: AWARD BID NO. 2522999 TO HOT LINE CONSTRUCTION INC, OF BRENTWOOD, CALIFORNIA, FOR THE LA SIERRA UNIVERSITY TRANSFORMER REPLACEMENT PROJECT, IN THE AMOUNT OF \$49,268.07 AND WORK ORDER NO. 2522999 FOR A TOTAL CAPITAL EXPENDITURE OF \$94,927.88

ISSUES:

Consider awarding Bid No. 2522999 to Hot Line Construction Inc., of Brentwood, California, for the La Sierra University Transformer Replacement Project, in the amount of \$49,268.07 and approve the capital expenditure for Work Order No. 2522999 for a total capital expenditure of \$94,927.88.

RECOMMENDATIONS:

That the Board of Public Utilities:

1. Award Bid No. 2522999 to Hot Line Construction Inc., of Brentwood, California, for the La Sierra University Transformer Replacement Project, in the amount of \$49,268.07;
2. Approve Work Order No. 2522999 for the total capital expenditure of \$94,927.88 which includes all design, construction, construction support, contract administration, inspection, and construction change order authority costs for the La Sierra University Transformer Replacement Project; and
3. Authorize the City Manager, or designee, to execute any documents necessary to effectuate the project described herein, as well as the ability to make minor non-substantive changes in alignment with all purchasing policies.

BACKGROUND:

Riverside Public Utilities (RPU) substation staff has been conducting periodic Dissolved Gas Analysis (DGA) testing on substation transformers that have exceeded their useful service life, using this diagnostic method to assess overall transformer condition. Recent DGA results for the transformer serving La Sierra University show significant deterioration. The findings indicate substantial internal fault activity and a high risk of imminent transformer failure, posing a serious threat to both the university and overall electric system reliability.

La Sierra University is currently served by a 12 kV to 4 kV step-down transformer installed in 1973 to support campus facilities. Having surpassed its fifty-year life expectancy, the transformer requires proactive replacement to prevent electric service failure that could lead to major operational disruptions for La Sierra University.

DISCUSSION:

The scope of work includes installing a slab box and concrete pad to accommodate the new 3,000 kVA transformer, which will be located adjacent to the existing unit. The project also involves approximately five (5) feet of trenching, the installation of eight (8) feet of conduit, and eighty (80) feet of underground primary cable. Existing spare conduits will be intercepted and extended to the new transformer location. All work will be completed in accordance with current construction standards and in compliance with California State mandated General Order 128.

This project will upgrade electric distribution facilities serving La Sierra University, ensuring it receives and maintains reliable power. The project is located on the La Sierra University Campus, on Heritage Way, south of Sierra Vista Avenue and Pierce Street intersection. Intermittent electrical service disruptions will be coordinated during the transformer replacement and advanced outage notifications will be provided to minimize impact to La Sierra University.



Existing Transformer to be Replaced

Resolution No. 23311 allows waiving of formal bidding provisions of Section 1109 of the City’s Charter under the Utilities Project Exceptions for RPU through the selection of a qualified and pre-approved Energy Delivery Contractors Panel thus streamlining the bidding process of construction projects up to \$500,000.

Bid No. 2522999

Based on the initial engineer’s evaluation and cost estimate, staff elected to utilize the Informal Procurement Procedure outlined in Resolution No. 23311. On January 13, 2026, Riverside Public Utilities (RPU) issued a Request for Bid under the informal procurement process to its contractor panel, consisting of nine (9) pre-approved vendors, inviting them to submit proposals. RPU Contracts Administration staff distributed the invitation via email requesting bid submissions for

Informal Bid No. 2522999 for the La Sierra University Transformer Replacement Project.

On January 14, 2026, RPU staff held a non-mandatory pre-bid meeting attended by four (4) companies. On January 20, 2026, five (5) bidders submitted proposals for the project.

The bids are summarized in the table below:

Vendors	City Location	Bid Amount	Rank
Hot Line Construction Inc.	Brentwood, CA	\$49,268.07	1
W.A. Rasic Construction Inc.	Bell Gardens, CA	\$56,860.00	2
VCI Construction LLC	Upland, CA	\$69,936.00	3
E.E. Electric, Inc.	Mira Loma, CA	\$77,552.50	4
Doty Bros. Equipment Company	Norwalk, CA	\$89,338.00	5
➤ <i>Engineer's Estimate</i>		\$38,948.00	

After evaluating all submissions, RPU staff determined that Hot Line Construction, Inc., of Brentwood, California, was the lowest responsive and responsible bidder. The bid amount exceeded the engineer’s estimate of \$38,948 due to higher labor and material costs associated with the project site location.

City Charter Section 1202(b) provides that the Board has the duty (i) to authorize, and let public works contracts, for any improvements to the public utility system when the amount is in excess of \$50,000. Based on the City’s Resolution No. 23311 and City Charter Section 1202(b), prior to issuing purchase orders for construction projects through the Panel, staff must obtain Board approval for construction projects exceeding \$ 50,000 (including the cost of design, construction, supplies and all internal staff costs).

Purchasing Resolution 24101, Section 802. Exceptions state: For procurements subject to section 1109 of the City Charter, only the exceptions listed in section 1109 shall apply. Except as otherwise required by the City Charter, Competitive Procurement through the Informal Procurement and Formal Procurement process shall not be required in any of the following circumstances: (i) When the Awarding Entity waives bidding requirements under and according to the circumstances set forth in Section 1109 of the City Charter, or when it is determined by the Manager to be in the best interests of the City to do so.”

The Purchasing Manager concurs that the recommended actions are in accordance with Purchasing Resolution 24101.

The project/fiscal breakdown is as follows:

Project and Fiscal Breakdown					
Work Type	Performed By:	Amount (\$):		% of Total:	
Design and Inspection	RPU Engineering and Operations	\$7,115		8%	
Electrical Work	RPU Field Forces	Labor	\$20,396	\$33,618	35%
		Equipment	\$9,378		
		Materials	\$3,844		
Civil Construction (Contract)	Hot Line Construction, Inc.	\$49,268.07		52%	
Contingency – 10% (Contract)		\$4,926.81		5%	
Work Order Total:		\$94,927.88		100%	
Anticipated Start Date:	June 2026				
Anticipated Duration:	2 Weeks				

FISCAL IMPACT:

The total fiscal impact is \$94,927.88. Sufficient funds are available in Public Utilities Electric Capital Account No. 6130100-470603.

Prepared by: Daniel Honeyfield, Utilities Assistant General Manager/Energy Delivery
 Approved by: David A. Garcia, Utilities General Manager
 Certified as to availability of funds: Julie Nemes, Interim Finance Director
 Approved by: Gilbert Hernandez, Interim Assistant City Manager
 Approved as to form: Rebecca McKee-Reimbold, Interim City Attorney

- Attachments:
1. Project Site Map
 2. Presentation