



# City of Riverside

## Board of Public Utilities

Public Utilities  
Administrative Office  
3750 University Ave. 3 Fl.  
Riverside, CA 92501  
951-826-2135

*City of Arts & Innovation*

### Agenda - Final

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Meeting Date: Monday, May 22, 2017  
Publication Date: Wednesday, May 10, 2017

4:00 PM

Art Pick Council Chamber  
3900 Main Street  
Riverside, CA 92522

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### MISSION STATEMENT

The City of Riverside Public Utilities Department is committed to the highest quality water and electric services at the lowest possible rates to benefit the community

*The City of Riverside wishes to make all of its public meetings accessible to the public. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by 42 U.S.C. §12132 of the Americans with Disabilities Act of 1990. Any person who requires a modification or accommodation in order to participate in a meeting, should direct such request to the City's ADA Coordinator at (951) 826-5427 or TDD at (951) 826-5439 at least 72 hours before the meeting, if possible.*

*SPEAKER CARDS—If you wish to address the Board of Public Utilities, please complete and submit a speaker card to the Secretary. Speaker cards can be found next to the Secretary. Speaker cards will be accepted until conclusion of public comment on the agenda item. In accordance with the Public Records Act, any information you provide on this form is available to the public.*

*Agenda related writings or documents provided to the Board of Public Utilities are available for public inspection in a binder located in the lobby/meeting room while the Board of Public Utilities is in session.*

### **PLEDGE OF ALLEGIANCE TO THE FLAG**

*The following information and recommendations pertaining to Riverside Public Utilities are submitted for your information and action:*

**4:00 P.M.****CITIZENS PARTICIPATION**

- 1 Public Comment Period - This is the portion of the meeting specifically set aside to invite your comments regarding Consent Calendar items and any matters within the jurisdiction of the Riverside Public Utilities Board - Individual audience participation is limited to 3 minutes and you will be asked to state your name and city of residence. Please complete and submit a speaker card to the Board Secretary.

**WORKSHOP**

- 2 STRATEGIC TECHNOLOGY PLAN UPDATE AND WORKSHOP

That the Board of Public Utilities receive and file presentation providing an update on the Strategic Technology Plan.

(presentation by Girish, Lea Deesing, & Mujib Lodhi – 1 1/2 hours)

**Attachments:**    [Report](#)  
                              [Presentation](#)

**6:30 P.M.****PRESENTATIONS**

- 3 EMPLOYEE RECOGNITION AWARD TO THE PROJECT TEAM FOR THE OPERATIONAL DATA MANAGEMENT SYSTEM

That the Board of Public Utilities recognize CJ Smith, Project Manager, Wes Wisniewski, Senior GIS Analyst for their excellent work and Jennifer Tavaglione, Sr. Project Manager for her leadership in planning, designing, developing and implementing one of the key systems identified in our technology strategic plan, Operational Data Management System (ODMS). This system serves as the foundation for our advanced analytics program providing unified operational, management, and performance information dashboard (operational/executive) across RPU business units to make informed day-to-day operational as well as strategic decisions.

(presentation by Girish Balachandran – 10 min)

**Attachments:**    [Report](#)

**CITIZENS PARTICIPATION**

- 4 Public Comment Period - This is the portion of the meeting specifically set aside to invite your comments regarding Consent Calendar items and any matters within the jurisdiction of the Riverside Public Utilities Board - Individual audience participation is limited to 3 minutes and you will be asked to state your name and city of residence. Please complete and submit a speaker card to the Board Secretary.

**CONSENT CALENDAR**

*All matters listed under the CONSENT CALENDAR are considered routine by the Board of Public Utilities and may be enacted by one motion in the form listed below. There will be no separate discussion of these items unless, before the Board of Public Utilities votes on the motion to adopt, Members of the Board of Public Utilities or the Public Utilities General Manager, or his designee, request specific items be removed from the Consent Calendar for separate action. Removed consent items will be discussed immediately after adoption of the balance of the Consent Calendar.*

**Minutes**

- 5 Approval of the minutes from the Board of Public Utilities regular meeting held on April 24, 2017.

**Attachments:** [draft 04-24-2017 Minutes](#)

**Board Attendance**

- 6 EXCUSE BOARD MEMBER DAVID CROHN'S ABSENCE FROM THE REGULAR MEETING OF THE BOARD OF PUBLIC UTILITIES ON APRIL 10, 2017

That the Board of Public Utilities excuse Board Member David Crohn's absence from the Board of Public Utilities meeting of April 10, 2017 because of a religious observance.

**Attachments:** [Report](#)

- 7 EXCUSE BOARD MEMBER JENNIFER O'FARRELL'S ABSENCE FROM THE REGULAR MEETING OF THE BOARD OF PUBLIC UTILITIES ON APRIL 24, 2017

That the Board of Public Utilities excuse Board Member Jennifer O'Farrell's absence from the Board of Public Utilities meeting of April 24, 2017 because of business.

**Attachments:** [Report](#)

Water Items

- 8 CONSTRUCTION OF THE EMERGENCY PAVEMENT REPAIRS FOR THE 12-INCH WATER PIPELINE BREAK AT THE INTERSECTION OF LYON AVENUE AND VICTORIA AVENUE IN THE UNINCORPORATED AREA OF RIVERSIDE COUNTY – RESOLUTION DECLARING THE REPAIR AN URGENT NECESSITY FOR PRESERVATION OF LIFE, HEALTH, AND PROPERTY - PURCHASE ORDER 173999, IN THE AMOUNT OF \$70,697.50, TO ALL AMERICAN ASPHALT FOR THE CONSTRUCTION REPAIRS - WORK ORDER NO. 1724223 FOR \$116,000

That the Board of Public Utilities:

1. Recommend that the City Council:

a. Adopt, by at least five affirmative votes, the attached Resolution declaring the Emergency Pavement Repairs for the Water Pipeline Break at the intersection of Lyon Avenue and Victoria Avenue, in the unincorporated area of Riverside County, are of an urgent necessity for the preservation of life, health, and property, and waiving the formal public bidding requirements in accordance with section 1109 of the City Charter;

b. Approve Purchase Order 173999, in the amount of \$70,697.50, to All American Asphalt for the construction repairs; and

2. Approve the expenditure of \$116,000, which includes all design, construction (All American Asphalt for \$70,697.50), construction management and inspection costs for the Emergency Pavement Repairs for the Water Pipeline Break at the intersection of Lyon Avenue and Victoria Avenue, in the unincorporated area of Riverside County.

**Attachments:**    [Report](#)  
                          [Project Photos](#)  
                          [Resolution](#)  
                          [Emergency Purchase Order No. 173999](#)  
                          [Presentation](#)

- 9 DEMOLITION OF THE ABANDONED MARY EVANS BOOSTER STATION – AWARD OF BID NO. RPU-7476 TO BHL INDUSTRIES, INC. OF LYNWOOD, CALIFORNIA, IN THE AMOUNT OF \$63,125 – APPROVE WORK ORDER NO. 1702588 FOR \$112,000

That the Board of Public Utilities:

1. Award a contract for the Demolition of the Abandoned Mary Evans Booster Station – Bid No. RPU-7476 to the lowest responsive and responsible bidder, BHL Industries, Inc. of Lynwood, California, in the amount of \$63,125; and
2. Approve the capital expenditure of \$112,000 for Work Order No. 1702588, which includes all design, construction, contract administration, inspection, and construction contingency costs for the Demolition of the Abandoned Mary Evans Booster Station.

**Attachments:**    [Report](#)  
                              [Presentation](#)  
                              [Bid Recommendation](#)

- 10 CONSTRUCTION OF THE GLENWOOD DRIVE WATER MAIN RELOCATION PROJECT – WORK ORDER NO. 1718758 FOR \$117,000 – 300 FEET OF PIPELINE BY CITY FORCES

That the Board of Public Utilities approve the expenditure of \$117,000 for Work Order No. 1718758, which includes all design, construction, paving and construction contingency costs for the Glenwood Drive Water Main Relocation Project.

**Attachments:**    [Report](#)  
                              [Presentation](#)

- 11 WaterSMART GRANT FROM THE BUREAU OF RECLAMATION APPLICATION - IN THE AMOUNT OF \$74,332 FOR A WATER METER EFFICIENCY PROJECT, AND AUTHORIZE \$74,333 IN FUNDING TO MATCH THE GRANT

That the Board of Public Utilities:

1. Approve the WaterSMART Grant Application; and
2. Recommend that the City Council adopt the attached resolution authorizing funding of \$74,333 to match a grant opportunity from the Bureau of Reclamation.

**Attachments:**    [Report](#)  
                              [Water Loss Analytics Grant Application](#)  
                              [Resolution](#)  
                              [Presentation](#)

### Other Items

- 12 SAS MASTER LICENSE AGREEMENT TO LICENSE THE SAS OFFICE ANALYTICS SOFTWARE PACKAGE IN THE AMOUNT OF \$98,320 FOR ONE YEAR

That the Board of Public Utilities:

1. Approve the Master Software License Agreement and Supplement Agreement with SAS Institute Inc. to license an Enterprise server version of a bundled SAS Office Analytics software platform on behalf of Riverside Public Utilities for an initial amount of \$98,320 which includes the primary software licensing costs (\$65,870), supplemental software installation and training support (\$11,950), and anticipated Innovation and Technology Department hardware costs (\$20,500); and
2. Authorize the City Manager, or his designee, to execute the Master Software License Agreement and Supplement Agreement with SAS Institute Inc.

**Attachments:**    [Report](#)  
                              [Agreement](#)  
                              [Presentation](#)

13 CUSTOMER ENGAGEMENT PROGRAM TASK ORDER WITH SOUTHERN CALIFORNIA PUBLIC POWER AUTHORITY FOR SERVICES PROVIDED BY ORACLE, INC. IN THE AMOUNT OF \$250,000 THROUGH JUNE 30, 2018

That the Board of Public Utilities recommend that the City Council:

1. Approve the Task Order for the Customer Engagement Program through June 30, 2018, between Riverside Public Utilities and Southern California Public Power Authority in the amount of \$250,000 for services offered by Oracle Inc. through a Master Professional Services Agreement with Southern California Public Power Authority; and
2. Authorize the City Manager, or his designee, to sign the Task Order for the Customer Engagement Program through June 30, 2018, between Riverside Public Utilities and Southern California Public Power Authority in the amount of \$250,000 for services offered by Oracle Inc. through a Master Professional Services Agreement with Southern California Public Power Authority; and
3. Authorize City Manager, or his designee, to make any minor non-substantive changes to the Customer Engagement Program Task Order without exceeding the previously approved program budget.

**Attachments:**    [Report](#)  
                          [Task Order No. RPU-01](#)  
                          [SCPPA-Oracle Amendment 2017](#)  
                          [SCPPA Customer Engagement Proposal\\_Opower](#)  
                          [Presentation](#)

14 ANNUAL CALIFORNIA ENERGY COMMISSION POWER SOURCE  
DISCLOSURE REPORT, ANNUAL POWER CONTENT LABEL, AND  
ATTESTATION TO THE CALIFORNIA ENERGY COMMISSION

That the Board of Public Utilities:

1. Approve the Annual Power Source Disclosure Report for calendar year 2016;
2. Attest as to the accuracy of the Annual Power Source Disclosure Report;
3. Approve the Annual Power Content Label for calendar year 2016; and
4. Authorize the City Manager, or his designee, to execute and submit the attestation.

**Attachments:** [Report](#)  
[2016 Power Source Disclosure forms](#)  
[2016 Power Content Label](#)  
[Report](#)

15 APPROVE EXPENDITURES FOR THE SUPERION, LLC. FINANCIAL AND  
HUMAN RESOURCES SOFTWARE UPGRADE PROJECT FOR ELECTRIC'S  
AND WATER'S SHARE ALLOCATION IN THE AMOUNT OF \$103,017.08 AND  
\$34,339.02, RESPECTIVELY, FOR A TOTAL COST OF \$137,356.10.

That the Board of Public Utilities approve expenditures for the financial and human resources software upgrade and consulting services for an enterprise resource planning project, of which Electric's and Water's share allocation is \$103,017.08 and \$34,339.02, respectively, for a total of \$137,356.10.

**Attachments:** [Report](#)

16 RIVERSIDE PUBLIC UTILITIES BOARD POLICY GUIDE – CONTINUED FROM  
FEBRUARY 27, 2017

That the Board of Public Utilities adopt revisions to the Board Policy Guide to incorporate previously approved and adopted policies.

**Attachments:** [Report](#)  
[BOARD-POLICIES redlined](#)  
[BOARD-POLICIES clean version](#)

17 RIVERSIDE PUBLIC UTILITIES BOARD COMMITTEE AND OUTSIDE ORGANIZATION ASSIGNMENTS

That the Board of Public Utilities:

1. Receive assignments for 2017/18 standing committees of the Board of Public Utilities; and
2. Recommend that the City Council appoint representatives to outside organizations as outlined in the report.

**Attachments:** [Report](#)

18 RIVERSIDE PUBLIC UTILITIES WORKFORCE DEVELOPMENT EDUCATION LOAN PROGRAM FOR \$200,000 ANNUALLY

That the Board of Public Utilities recommend that the City Council:

1. Approve the Riverside Public Utilities Education Loan Program;
2. Approve the Educational Loan Agreement;
3. Authorize the City Manager, or his designee, to execute an Educational Loan Agreement with employee participants of the Riverside Public Utilities Workforce Development Education Loan Program, in a cumulative amount not to exceed \$200,000 annually; and
4. Approve the expenditure, not to exceed \$200,000 annually in tuition payments.

**Attachments:** [Report](#)  
[Agreement](#)  
[Presentation](#)

## **DISCUSSION CALENDAR**

*This portion of the Board of Public Utilities Agenda is for all matters where staff and public participation is anticipated. Individual audience participation is limited to 3 minutes.*

- 19 DARK FIBER LEASING PROGRAM INCLUDING ESTABLISHING UNIFORM LEASE RATES FOR THE USE OF THE DARK FIBER INFRASTRUCTURE, PHYSICAL AND CYBER SECURITY POLICIES, A MASTER FIBER LEASE LICENSE AGREEMENT, A NEW COST CENTER WITHIN THE ELECTRIC FUND FOR RELATED EXPENSES AND REVENUE - SUPPLEMENTAL APPROPRIATION OF \$1,800,000 FOR THE DARK FIBER PROGRAM CONSTRUCTION AND MANAGEMENT ACTIVITIES AND TRANSFER OF \$1,800,000 FROM UNDESIGNATED RESERVES TO A FIBER DESIGNATED RESERVE TO FUND LEASED FIBER ACTIVITIES

That the Board of Public Utilities recommend that the City Council:

1. Approve the Dark Fiber Leasing Program;
2. Establish uniform lease pricing for the Dark Fiber Leasing Program;
3. Approve the Technology Physical Security Policy;
4. Approve the Master Fiber Lease License Agreement;
5. Establish a new Dark Fiber Cost Center expense and revenue accounts within the Electric Fund, as determined by the Finance Department, to segregate fiber leasing costs and revenue from other electric fund operating expenses and revenues;
6. Establish a Dark Fiber designated reserve account within the Electric Fund, as determined by the Finance Department, and authorize the transfer of \$1,800,000 for prior years' revenue from dark fiber leasing activities to the designated reserve;
7. Authorize a supplemental appropriation for fiscal year 2017/18 budget in the amount of \$1,800,000 with \$1,200,000 for capital expenditures and \$600,000 for operating costs, to account numbers as determined by the Finance Department for future fiber expansion projects;
8. Authorize the City Manager, or his designee, to execute Fiber Use License Agreements under the terms set forth in this staff report;
9. Direct staff to return every 3 years to update the fiber planned routes, and lease pricing; and
10. Direct staff to return every 12 months with a status update on implementation progress of the Dark Fiber Leasing Program.

(presentation by Kevin Milligan - 10 min)

**Attachments:**    [Report](#)  
                          [Presentation](#)  
                          [Master Fiber Agreement](#)  
                          [RPU Physical Security Policy](#)

- 20      CONSTRUCTION OF THE COLORADO AVENUE AND TOYON ROAD WATER DISTRIBUTION MAIN REPLACEMENT PROJECT - 9,160 FEET OF WATER DISTRIBUTION PIPELINE – AWARD OF BID NO. RPU-7475 TO MAMCO, INC. DBA ALABBASI OF PERRIS, CALIFORNIA, IN THE AMOUNT OF \$2,077,777 – APPROVE WORK ORDER NO. 1513392 FOR \$2,978,000

That the Board of Public Utilities:

1.        Award a contract for the construction of the Colorado Avenue and Toyon Road Water Distribution Main Replacement Project – Bid No. RPU-7475 to the lowest responsive and responsible bidder, Mamco, Inc. dba Alabbasi of Perris, California, in the amount of \$2,077,777; and
2.        Approve the capital expenditure of \$2,978,000 for Work Order No. 1513392, which includes all design, construction, paving, contract administration, inspection and construction contingency costs for the Colorado Avenue and Toyon Road Water Distribution Main Replacement Project.

(presentation by Todd Jorgenson – 5 min)

**Attachments:**    [Report](#)  
                          [Presentation](#)  
                          [Bid Recommendation](#)

- 21      RECYCLED WATER PROGRAM UPDATE

That the Board of Public Utilities receive and file an update on the City of Riverside Public Utilities Recycled Water Program.

(presentation by Todd Jorgenson – 10 min)

**Attachments:**    [Report](#)  
                          [Figure 1 - Jackson Street Phases I II and Arlington Recycled Water Project](#)  
                          [Figure 2 - Regional Recycled Water Project](#)  
                          [Presentation](#)

**BOARD MEMBER/STAFF COMMUNICATIONS**

- 22      SYSTEMATIC REPORTING ON MEETINGS/CONFERENCES/SEMINARS BY BOARD MEMBERS AND/OR STAFF
- 23      ITEMS FOR FUTURE BOARD OF PUBLIC UTILITIES CONSIDERATION AS REQUESTED BY A MEMBER OF THE BOARD OF PUBLIC UTILITIES

**GENERAL MANAGER'S REPORT**

- 24      Water Highlights – March 2017

**Attachments:**    [Report](#)

- 25      Monthly Power Supply Report – March 2017

**Attachments:**    [Report](#)

- 26      Open Work Orders over \$200,000 and Closed Work Orders - Summary Report for April 2017

**Attachments:**    [Report](#)

- 27      RPU Drought and Conservation Efforts / Groundwater Level Update as of March 2017

**Attachments:**    [Report](#)

- 28      Electric / Water / Consultant Contract Panel Update as of May 1, 2017

**Attachments:**    [Contractor Panel\\_ED](#)  
                          [Contractor Panel\\_Water Civil](#)  
                          [Contractor Panel\\_Water Paving](#)  
                          [Contractor Panel\\_Elec Consultant Panel](#)

- 29      SCPPA Monthly Agenda I Minutes – March 16, 2017

**Attachments:**    [Report](#)

- 30      SCPPA Resolution Tracking - March 2017

**Attachments:**    [Report](#)

- 31      Financial Statements - March 2017

**Attachments:**    [Report](#)

- 32 City Council / Committee Agendas – April 25, 2017, May 2, 2017, May 9, 2017, and May 16, 2017

**Attachments:** [CC Agenda 04-25-17](#)  
[CC Agenda 05-02-17](#)  
[CC Agenda 05-09-17](#)  
[CC Agenda 05-16-17](#)

- 33 Upcoming Meetings

**Attachments:** [Report](#)

- 34 Electric / Water Utility Acronyms

**Attachments:** [Report](#)

- 35 One Stop Shop Opening Update

- 36 Northside Visioning and Specific Plan Update

### **MISSION STATEMENT**

The City of Riverside is committed to providing high quality municipal services to ensure a safe, inclusive, and livable community.