RIVERSIDE PUBLIC UTILITIES

Board Memorandum

BOARD OF PUBLIC UTILITIES **DATE**: **SEPTEMBER 26, 2022**

GENERAL MANAGER'S REPORT

SUBJECT: RIVERSIDE PUBLIC UTILITIES ELECTRIC CONTRACTOR PANEL UPDATE AS OF JULY 31, 2022

To streamline the bidding process for time-sensitive work, the Board of Public Utilities and City Council voted to allow an Electric Division Contractor Panel to be established. The use of the Panel is beneficial in meeting deadlines related to construction work and urgent repair or replacement of facilities. The Contractor Panel is a list of companies that are pre-qualified to perform work on an as-needed basis through a negotiated and City Council-approved master agreement. This saves time and money by simplifying the bidding process for specific types of routine work.

When RPU determines a need to use the Contractor Panel for new construction, installation, maintenance, repair, modification, or extension of work, the Purchasing Manager sends a bid solicitation with a set of engineering plans and specifications to Panel contractors. Because members of the Contractor Panel have already executed a Master Agreement that includes the general and legal requirements of the contract, only technical aspects of the bid have to be addressed. The Contractor 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 less than $500,000; and

3) City forces do not have the ability or the resources needed to construct the project within the time frame required.

Projects that deviate from these criteria proceed through the formal bidding process as defined in the Purchasing Resolution.

The following tables report activity for 2018-2023 Contractor Panel Update, approved by Council on June 5, 2018.