

## REQUEST FOR PROPOSAL NO. 2291 – MASTER PROFESSIONAL CONSULTANT SERVICES AGREEMENTS FOR THE ESTABLISHMENT OF SIX CONSULTANT PANELS FOR A FIVE-YEAR TERM WITH THREE OPTIONAL ONE- YEAR EXTENSIONS

Community & Economic Development Department

**City Council**  
June 10, 2025

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1

## BACKGROUND

April 6, 2010

- City Council and Housing Authority Board establishes RPS consultant panel

December 18,  
2018

- Reestablishment of RPS consultant panel
- Includes security guard services

December 31,  
2024

- First Amendment with consultants, extends agreements for one year

Additionally

- Select consultants received another extension to provide services through 2025



2

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2

## DISCUSSION

- Purpose: Pre-qualify consultants, eliminating the need to review qualifications on each project.
- Requests for bids are sent specifically on each project and awarded based on cost and time to complete the assignment.
- Request for Proposal No. 2291 for the consultant panels was issued on January 9, 2024, and yielded 19 qualified consultants.
- However, one firm failed to return its agreements. So, we have 24 agreements from 18 consultants being considered for approval.



3

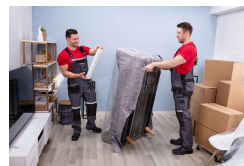
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3

## REAL PROPERTY SERVICES CONSULTANT PANEL

Six Specialty Areas:

1. Appraisal Services
2. Acquisition Services
3. Relocation Services
4. Property Management Services
5. Environmental Services
6. Security Guard Services



4



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4

## RECOMMENDATIONS

1. Approve twenty-four (24) Master Professional Consultant Services Agreements with eighteen (18) consulting firms for the establishment of six Real Property Services Consultant Panels with the attached list of consultants for future City projects for an initial term of five years with three optional one-year extensions in an amount not to exceed \$250,000 for each agreement;
2. Authorize the City Manager, or his designee, to execute the Master Professional Consultant Services Agreements with various consulting firms, including making minor non-substantive changes, and any extensions thereto in substantial conformance with the attached Master Professional Consultant Services Agreements; and
3. Authorize the City Manager, or his designee, to execute all supplemental agreements and/or purchase orders to the Master Professional Consultant Services Agreements.



5

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