

FIRST AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT

RAFTELIS FINANCIAL CONSULTANTS, INC.

CONFIGURATION AND INTEGRATION OF INSPECTION DATA INTO UWAM FOR
RIVERSIDE PUBLIC UTILITIES (RFP No. 2376)

This FIRST AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT ("First Amendment") is made and entered into this ____ day of _____, 20____, by and between the CITY OF RIVERSIDE, a California charter city and municipal corporation ("City"), and RAFTELIS FINANCIAL CONSULTANTS, INC., a North Carolina corporation, authorized to do business in California ("Consultant"), with reference to the following facts:

RECITALS

WHEREAS, on or about July 25, 2024, City and Consultant entered into that certain Professional Consultant Services Agreement ("Agreement") for Configuration and Integration of Inspection Data into UWAM for Riverside Public Utilities (RFP No. 2376), with compensation in the amount not to exceed Forty-Eight Thousand Seven Hundred Fifty Dollars (\$48,750.00); and

WHEREAS, the Agreement is set to expire on July 1, 2025; and

WHEREAS, City and Consultant desire to extend the Agreement for one (1) year to July 1, 2026; and

WHEREAS, City and Consultant desire to increase compensation in the amount of Thirty-Six Thousand Six Hundred Dollars (\$36,600.00), for a total revised contract amount not to exceed Eighty-Five Thousand Three Hundred Fifty Dollars (\$85,350.00); and

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by this reference, City and Consultant mutually agree as follows:

1. Section 1, "Services" is hereby amended to add the additional services more particularly described in Exhibit "A-1" attached hereto and incorporated herein.

2. Section 2, "Term", is hereby amended to extend the term of the Agreement to one (1) year to July 1, 2026.

3. Section 3, "Compensation/Payment", is hereby amended to increase compensation in the amount of Thirty-Six Thousand Six Hundred Dollars (\$36,600.00) in accordance with Exhibit "B-1" attached hereto and incorporated herein, for a total revised contract amount not to exceed Eighty-Five Thousand Three Hundred Fifty Dollars (\$85,350.00).

4. All terms and conditions of the Agreement not inconsistent herewith shall remain in full force and effect and are hereby incorporated by reference into this First Amendment as though set forth in full herein.

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be executed the day and year first above written.

CITY OF RIVERSIDE, a California charter city and municipal corporation

RAFTELIS FINANCIAL CONSULTANTS, INC., a North Carolina corporation, authorized to do business in California

By: _____
Mike Futrell
City Manager

By: Douglas A. Spiers
Douglas A. Spiers (Sep 8, 2025 10:37:28 PDT)
Print Name: Douglas A. Spiers, PE
Title: Vice President
(Signature of Board Chair, President, or Vice President)

ATTEST:

By: _____
Donesia Gause
City Clerk

and

CERTIFIED AS TO AVAILABILITY OF FUNDS:

By: Christine McIntyre
Christine McIntyre (Sep 8, 2025 13:49:11 EDT)
Print Name: Christine McIntyre
Title: CFO
(Signature of Secretary, Assistant Secretary, CFO, Treasurer, or Assistant Treasurer)

By: _____
Chief Financial Officer

APPROVED AS TO FORM:

By: Susan Wilson/for
Susan Wilson/for (Sep 8, 2025 15:11:34 PDT)
Ruthann M. Salera
Sr. Deputy City Attorney

EXHIBIT "A-1"

SCOPE OF SERVICES

Exhibit "A"
Scope of Services



**Proposal for
UWAM Consulting Services
June 24, 2025**

I. Background

Raftelis is pleased to submit this proposal to provide additional business and technology consulting services to the City of Riverside – Public Utilities (RPU).

Raftelis (formerly Westin Engineering) provided consulting services to RPU in its Operations, Maintenance and Asset Management Program. RPU Electric department will be starting a new cycle of overhead and underground inspections, RPU is requesting the services of Raftelis team to support importing the inspection's data files into Oracle Work and Asset Management software (UWAM) updating assets records with the new data.

Raftelis was founded over 35 years ago to serve the public sector's business technology needs. This is our company's primary focus and expertise! It is our privilege to continue to offer our expertise and familiarity to continue to solve the Department's pressing UWAM needs.

II. Scope of Work

Task 100: Additional Inspection Data Loading

Raftelis will continue to provide consulting services to RPU to establish the process for importing inspection data into UWAM for both Overhead and Underground assets inspections:

Overhead Assets:

- Support testing the scripts and making corrections as needed using sample files.
- Support configuring the Production system for any issues that arise when running the inspection data

Underground Assets:

- Work with the Department Subject Matter Experts to finalize the inspection criteria for the underground equipment.
- Configure UWM inspection forms based on the finalized criteria and weighing percentage.
- Document steps for creating new inspection form in UWAM.
- Provide CSV file format for the RPU GIS' team to use for exporting the inspection data from Survey123 inspection data.
- Create scripts to process the csv file received back from GIS containing the inspection data collected in the field using Survey123.
- Develop procedures to import inspection data to UWAM populating the new inspection form.
- Support testing the scripts and making corrections as needed using sample files.

Raftelis scripts will process the data per the following scenarios:

- Assets exist in UWAM – update the inspection form.
- Assets not in UWAM – RPU to assign Asset ID for that asset in the csv file, scripts will create the

asset and specification sheet based on data collected.

- Assets found in the field – RPU to assign Asset ID for that asset in the csv file, scripts will create the asset and specification sheet based on data collected.
- Assets not found in the field – Inspector will mark the status of the Asset as “not found”, scripts will retire the asset in UWAM.

Following is the anticipated process for updating UWAM records once the testing is completed, and inspection data are ready for importing:

- RPU designated person will upload the inspection files to a designated shared folder on RPU file server.
- RPU will run the scripts to process the data against UWAMPROD.
- Process will be repeated as additional files are received.

DELIVERABLES:

- Configured Inspection forms for Underground in UWAM.
- Documentation for creating inspection forms in UWAM.
- Scripts to process Underground inspection data.
- Support testing with sample files.
- Support one data load to UWAMPROD.

Assumptions

- Inspection data will be in the agreed to format.
- RPU Engineering will perform QA on the files before it is moved to the shared folder on the network drive.
- Raftelis will create the scripts, work with RPU team to get a sample file for testing purposes.
- Raftelis scope includes support for RPU for testing the scripts and up one data load into UWAMPROD.

EXHIBIT "B-1"

COMPENSATION

Exhibit "B"

COMPENSATION

III. Estimated Fees

Raftelis estimates its fees not to exceed **\$36,600** as shown below.

Task	Description	Classification	Estimated Hours	Hourly Rate	Cost
100	Inspection Data Loading	Sr. Principal Consultant	24	\$275	\$6,600
		Sr. Consultant	120	\$250	\$30,000
TOTAL			190		\$36,600

Raftelis' Pricing Assumptions:

- Raftelis will invoice RPU on a monthly time- and material basis.
- The estimate above assumes all work to be done remotely and RPU will provide remote access to the system.