



RIVERSIDE PUBLIC UTILITIES

Board Memorandum

BOARD OF PUBLIC UTILITIES

DATE: OCTOBER 27, 2025

SUBJECT: FIRST AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES AGREEMENT WITH RAFTELIS FINANCIAL CONSULTANTS, INC. FOR CONSULTING SERVICES FOR ELECTRIC DISTRIBUTION INSPECTION DATA CONFIGURATION AND INTEGRATION, EXTENDING TERM TO JULY 1, 2026, WITH AN INCREASE IN COMPENSATION OF \$36,600, FOR A TOTAL CONTRACT AMOUNT OF \$85,350

ISSUE:

Consider approving a First Amendment to the Professional Consultant Services Agreement with Raftelis Financial Consultants, Inc., for consulting services for Electric Distribution Inspection Data Configuration and Integration, extending the contract term to July 1, 2026, with an increase in compensation of \$36,600, for a total contract amount of \$85,350.

RECOMMENDATION:

That the Board of Public Utilities:

1. Approve the First Amendment to the Professional Consultant Services Agreement with Raftelis Financial Consultants, Inc., for consulting services for Electric Distribution Inspection Data Configuration and Integration, extending the term to July 1, 2026, with an increase in compensation of \$36,600, for a total contract amount of \$85,350; and
2. Authorize the City Manager, or designee, to execute all documents necessary to effectuate this purchase, including making minor and non-substantive changes.

BACKGROUND:

In February 2024, Riverside Public Utilities (RPU) launched an enhanced Electric Distribution Inspection Program (Program) which enhances and builds standard operating procedures around RPU's routine inspection, documentation, and asset tracking for overhead and underground electric infrastructure. The Program will implement the best management practices for electric infrastructure that are being continuously updated to improve safety, reliability, cost-effectiveness and implement recommendations for wildfire mitigation.

RPU currently utilizes the Oracle Work and Asset Management (UWAM) system to manage its asset data. Accurate and timely data integration into UWAM is critical to this effort. To do this effectively it requires the creation of new automated processes such as script-based data imports.

However, UWAM is an outdated software and hardware platform and its current configuration complicated to maintain. Over time, knowledge of the system and how it integrates with other, more modern, RPU software has led to both limited in-house technical knowledge and a need to work with fewer consultants that still have knowledge of the UWAM ecosystem. While RPU is working on a replacement in the coming years under the City's Digital Modernization Initiative to replace UWAM and other outdated systems, a replacement is still several years away and the utilities need to continue to use UWAM for day-to-day operations.

To support the Program, RPU issued Request for Proposal (RFP) No. 2376 for consulting services to support UWAM configuration and data integration. Staff knew from their experience and knowledge of the UWAM system that an accurate bid from a consultant would be difficult because the work would be highly dependent on how the system could be configured with RPU's other software systems. Additionally, staff anticipated that only a limited number of vendors would bid due to the highly specialized expertise needed. In July 2024, Raftelis Financial Consultants, Inc. was selected through the competitive RFP process to provide consulting services for the Program for \$48,750. Raftelis was the only bid that was received and was selected as the responsive and responsible bidder.

Raftelis successfully completed a number of the tasks necessary to the foundational work to prepare UWAM for data imports, however did experience several issues with the integration of the UWAM with other systems that required additional time to complete the needed tasks. Specifically, Raftelis successfully completed the work for overhead assets. The work needed for Underground Assets is still needed. Staff also identified additional tasks that will help to streamline the asset inspection process resulting in additional staff time savings and further improve the safety, reliability, and cost effectiveness of the Program.

DISCUSSION:

The requested contract amendment will allow Raftelis to continue providing targeted support during the next phase of Electric Distribution Inspection Program. Specifically, Raftelis will assist in finalizing and configuring UWAM inspection forms for underground assets. They will also develop, test, and refine scripts to import field inspection data from the field data collection software into the UWAM system. In addition, Raftelis will document procedures to ensure future usability and provide support for validating the inspection data. Finally, they will assist in updating or retiring assets in UWAM based on the results of field inspections.

Due to the limitations of the legacy UWAM platform, routine data imports often trigger errors or require customized troubleshooting. Raftelis' technical expertise has proven essential in resolving these issues. Raftelis plays a critical role in bridging the technical gap between data collection and UWAM integration. They bring institutional knowledge, UWAM expertise, and continuity of service. Their support will enable RPU to meet inspection deadlines and maintain accurate asset records. The additional scope represents a logical extension of their current work and is necessary due to the technical limitations of UWAM and the City's current capacity.

Staff, in consultation with the Purchasing Manager, determined that amending the existing agreement is the most cost-effective approach to complete the project. RPU will realize cost savings for the additional work due to Raftelis' experience completing the underground assets system improvements due to their current work. They will also be able to effectively implement the additional enhancements.

Purchasing Resolution No. 24101, Section 1104. Change Orders states “Modifications to a Purchase Order shall be made only by Change Order... Subject to the availability of funds, Change Orders may be utilized for purposes of (1) adding and/or deleting quantity of items being procured... and (5) modifying contract completion time or the term of a Contract.”

Section 203(a). Authorization states “Contracts and purchase orders for Goods, Services and Professional Services of \$100,000 or less, entered into in accordance with the policies and procedures outlined in this resolution, except where City Charter section 1202 requires approval by the Board of Public Utilities.”

The Purchasing Manager concurs that the recommended action complies with Purchasing Resolution No. 24101, Section 1104 and 203(a).

FISCAL IMPACT:

The fiscal impact is \$36,600. Funds are available in account 6105000-421000 Electric-Prod & Oper-Field Ops Professional Services.

Prepared by:	Daniel Honeyfield, Assistant General Manager/Energy Delivery
Approved by:	David A. Garcia, Utilities General Manager
Certifies as to	
availability of funds:	Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by:	Rafael Guzman, Assistant City Manager
Approved as to form:	Rebecca McKee, Interim City Attorney

Attachments:

1. Professional Consultant Service Agreement with Raftelis Financial Consultants, Inc.
2. First Amendment to Professional Consultant Service Agreement with Raftelis Financial Consultants, Inc.
3. Presentation