



City of Arts & Innovation

Riverside Public Utilities - Administration

*Bid No: 7413 - Printing of Monthly Municipal Services
Statements*

Due Date: (09/20/2016) Before: (2:00pm)

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Section 1: GENERAL INFORMATION

1. **SCOPE:**

Furnish the Public Utilities Department with Monthly Municipal Services Statements for the period January 1, 2017 through June 30, 2017. All prices are to be firm for the period stated. This bid shall be renewable for additional twelve (12) month periods by mutual consent.

The Municipal Services Statement is an 8 1/5" x 14" form printed on 24# OCR paper using heat sensitive PMS inks. The front of the Statement will print in PMS 286 blue and 122 yellow. It is intended that the front of the Statement be a constant. (Should changes be required, the successful vendor(s) will be notified in advance so corrective action can be taken)

The back of the Statement will be printed in either 1-color (PMS or black), 2-color (PMS or black), or 4-color (CMYK) with a different message or theme each month. The City's Public Utilities Sr. Graphics Technician will provide artwork for each month's message no later than the 10th of the prior month.

1. Upon receipt of the artwork from the City's RPU Graphics Technician, the Printer is responsible for immediately verifying that all artwork and fonts needed for the job are on in a format that can be accessed by the Printer's graphics/pre-press technicians. Printer is responsible for immediately notifying the City's RPU Graphics Technician by telephone that the artwork was received and the condition of the artwork file(s).
2. Proofs: Prior to printing, Printer shall provide City's RPU with two (2) sets of proofs for each job: A preliminary full color proof and if needed, a final full color proof. No photocopies or facsimiles or electronic files shall be considered as a sufficient printing proof. RPU must give written approval to both sets of proofs before printing is authorized. After receipt of the artwork from City's RPU, the Printer shall produce the initial full color proof to review within 3 days. The production of this job is extremely time sensitive and deadlines must be met.

Each month the City will order 115,000 Statements for the next month's billing. Statements are to be packaged in boxes of 2500 each and are to be delivered, FOB destination, and complete no later than the 23rd of the month prior to their use.

The City is requesting pricing for three (3) different types of statements individually, although the City will only order 115,000 Qty. of one (1) type of statement per month. The City will decide which of the three line items to base this award on.

Initial award will be for a 90 day trial period for the purpose of product and service testing. If the product works properly with City equipment, and shipments are made appropriately during this time period, award will become permanent. If the vendor cannot deliver a compatible product within this trial period, the City reserves the right to cancel the initial award, and move on to the next low bidder.

2. **CLARIFICATIONS:**

Any technical questions pertaining to the items, specifications and/or scope of this bid should be directed to Paul Shouse in the Utility Billing Division of Public Utilities Administration in writing at pshouse@riversideca.gov.

- a. Questions due in writing by: (09/13/2016)

Any questions regarding the bidding process, or regarding the City's electronic bidding website should be directed to the Purchasing Department at (951) 826-5561.

Upon request, planholders may pick up a hard copy sample of the current municipal statement for examination by emailing Shiloh A. Rogers at sarogers@riversideca.gov to schedule a pick-up time before the bid deadline or by calling 951-826-5802. An electronic copy is provided on page 12 of this specification document.

Pick-up Address: City Hall, 6th Fl.
Purchasing Division
3900 Main St
Riverside, CA 92522

3. **JOB WALK:**

Not applicable for this bid.

4. **LICENSE REQUIREMENTS:**

Not applicable for this bid.

5. **BID SUBMISSION REQUIREMENTS:**

All Prospective Vendors submitting a bid package must be listed on the "Electronic Bidders List" by subscribing to this project. If the Vendor is not listed on the Electronic Bidders List the bid package will not be considered.

All bids must be submitted in electronic format before 2:00 p.m. PST, September 20, 2016. All bids must be received electronically before the deadline to be considered. Hard copies, faxes or e-mailed bids will not be accepted. The time and date are fixed and extensions will not be granted. Late submittals will not be considered.

- a. Addenda:** Addenda alerts are sent out immediately via email to all subscribers. All addenda, if any, must be acknowledged by the vendor electronically before the deadline.

Bid results can be viewed on-line immediately after bid closes.

6. **AWARD:**

Initial award will be for a 90 day trial period for the purpose of product and service testing. If the product works properly with City equipment, and shipments are made appropriately during this time period, award will become permanent. If the vendor cannot deliver a compatible product within this trial period, the City reserves the right to cancel the initial award, and move on to the next low bidder.

The City Council of the City of Riverside reserves the right to reject any and all proposals and to waive any informality related thereto.

It is the intention of the City of Riverside to evaluate and make recommendation for award the bid; however, the City does reserve the right to increase or decrease quantities or to remove items before award to remain within the limitations of the availability of approved funds. The apparent low Bidder will be notified prior to recommendation for award if such adjustments are deemed necessary.

Award may be made for all items or for individual items whichever is in the best interest of the City.

Bidder understands that bid may be made by individual item(s) and agree to abide by the terms and conditions of the bid.

- a. Terms contrary to the terms and conditions listed in the bids will render the bid as Non Responsive.
- b. The City may delete any items that it feels would be in the best interest of the City to purchase individually.

The City of Riverside has adopted a local 5% bid preference for those bidders located within the City limit. This preference may be applied to the total bid price during evaluation of the bid responses.

7. **INVOICING:**

Successful vendor shall invoice as items are delivered.

- a. Payment will normally be made within 30 days of receipt of material.
- b. Please place the Blanket Purchase Order Number on the invoice.
- c. Bill To and Ship To the Same address as listed on the purchase order.

The City of Riverside payment process is through an electronic transfer process. Contractors or Suppliers must be set up for this payment process in order to be compensated for materials and or services.

8. **TERMINATION:**

The City may cancel this contract if product is of inferior quality, problems are not corrected in a timely manner, and vendor fails to maintain the required inventory. Once a contract is terminated, it is just cause to suspend bidder from bidders list for a minimum of three (3) years.

Failure to comply with the technical specifications for the item bid.

The City of Riverside reserves the right to audit the required inventory and cancel the contract if vendor fails to maintain the inventory required by this bid.

The City may also suspend the manufacturer from bidding if manufacturer does not give full support to this contract.

9. **DISQUALIFICATION OF BIDDERS:**

More than one proposal from an individual, a firm or partnership, a corporation or an association under the same or different name will not be considered.

10. **REJECTIONS OF BIDS:**

Proposals may be rejected if they show any alterations of form, additions not called for, conditional or alternative bids uncalled for, incomplete proposals, erasures, or irregularities of any kind; however, the City reserves the right to waive irregularities, or informalities.

11. **BID PROTEST PROCEDURES:**

Protestant may file a written protest with the City's Purchasing Services Manager no more than five calendar days following the posting of bid results on the City's website. The written protest must set forth, in detail, all grounds for the protest, including without limitation all facts, supporting documentation, legal authorities and arguments in support of the grounds for the protest. All factual contentions must be supported by competent, admissible and credible evidence. Any matters not set forth in the written protest shall be deemed waived. Any protest not conforming to this procedure shall be rejected as invalid. The Purchasing Services Manager shall review the merits and timeliness of the protest and issue a written decision to the Protestant within seven (7) calendar days of receipt of the protest. The decision of the Purchasing Services Manager may be appealed to the Finance Director.

The Protestant may appeal the decision of the Purchasing Services Manager to the Finance Director by filing a letter of appeal within ten (10) calendar days of the date of the Purchasing Services Manager's decision. The letter of appeal should be addressed to the Finance Director and shall set forth, in detail, all grounds for the appeal, including without limitation all facts, supporting documentation, legal authorities and arguments in support of the grounds for the appeal. All factual contentions must be supported by competent, admissible and credible evidence. Any matters not set forth in the letter of appeal shall be deemed waived. Any letter of appeal not conforming to this procedure shall be rejected as invalid.

The Finance Director shall review the merits and timeliness of the letter of appeal and issue a written decision to the Protestant within seven (7) calendar days of receipt of the letter of appeal. The decision of

the Finance Director is final. However, this decision is reviewable under California Code of Civil Procedure section 1094.5 et seq. The time in which judicial review of the decision must be sought shall be governed by California Code of Civil Procedure section 1094.6 or as such section may be amended from time to time.

The Protestant may appeal the decision of the Finance Director to the appropriate federal agency in accordance with its established appeal procedures when the subject project is federally funded.

Section 2: TERMS AND CONDITIONS FOR PURCHASE ORDERS (FOR GOODS, COMMODITIES, AND SERVICES)

1. **PURCHASE OF GOODS & SERVICES.** City agrees to purchase, and Vendor agrees to sell, the goods ("Goods") and to provide the services related to the installation or delivery of such goods ("Services") set forth in (I) the City's Notice Inviting Bids or other written solicitation of bids by the Purchasing Agent ("City's Bid Documents") and (II) Vendors Bid in response thereto ("Vendor's Bid"). The City's Bid Documents and the Vendor's Bid shall be referred to collectively as the "Bid Documents." The Goods shall be in compliance with all of the standards and specifications set forth In the Bid Documents, and the Services shall be provided in a manner consistent with that level of care and skill ordinarily exercised by members in the same profession, practicing in the same locally under similar conditions. In the event of any conflict, the order of precedent shall be as follows: (I) specifications set forth in this Purchase Order (II) City's Bid Documents and (III) Vendor's Bld. There shall be no substitution of Goods or Services, without the prior written authorization of the Purchasing Agent.
2. **DELIVERY DATE.** The Goods must be shipped and must arrive at the destination specified on the Purchase Order as "Ship/Bill To" and Services must be provided by the Vendor by the request date specified therein ("Required Delivery Date"). Any failure by the Vendor to meet the Required Delivery Date will constitute a material default of this Purchase Order and the City may cancel any Goods not delivered in a timely manner without liability. The Vendor must notify the City immediately if the Vendor reasonably believes the Vendor will not be able to meet the Required Delivery Date for any reason and provide the City with a schedule that the Vendor reasonably believes it will be able to meet. It is within the City's discretion whether it will accept the revised schedule.
3. **PURCHASE PRICE.** The purchase price for the Goods and Services shall be the amount set forth in this Purchase Order. Vendor represents that the prices quoted to or paid by the City will not exceed current prices charged to any other customer by the Vendor on the Execution Date for items that are the same or substantially similar to the Goods, taking Into consideration the quantity under consideration, and the Vendor will forthwith refund any amounts paid by the City In excess of the price.
4. **CANCELLATION.** The City reserves the right to cancel any portion of this Purchase Order at any time prior to the delivery of Goods and Services.
5. **DELIVERY RISK OF LOSS.** All orders will be F.O.B. destination if not otherwise specified. Risk of loss or damage to the Goods must remain with the Vendor until the Goods have been delivered to and accepted

by the City. All Goods and Services will be received by the City subject to its right of inspection, rejection, and revocation of acceptance under the Uniform Commercial Code. The City will be allowed a reasonable period of time to inspect the Goods and Services and to notify Vendor of any nonconformance with the terms and conditions of the specifications. The City may reject any Goods and Services that do not conform to the terms and conditions of this Bid Documents. Any Goods and Services rejected may be returned to the Vendor at the Vendor's risk and expense.

6. **INVOICES.** An Invoice must be mailed to the City at the address specified in the Purchase Order as "Bill To" no later than the 5th day after shipment is made. Individual invoices must be issued for each shipment against each Purchase Order. Invoices must contain the Purchase Order number, description of Goods and Services, unit price, quantities billed, extended totals and applicable taxes as set forth Section 9 of this Purchase Order.
7. **PACKING AND SHIPPING.** Deliveries must be made as specified, without charge, for boxing, crating or storage unless otherwise specified. Goods must be suitably packed to secure lowest transportation costs and, in accordance with the requirements of common carriers, in a manner to assure against damage from weather or transportation. The City's order numbers and symbols must be plainly marked on all Invoices, packages and shipping orders. Packing Lists specifying the quantity, description, and Purchase Order Number must accompany each box or packing shipment. The City's count or weight will be final and conclusive on shipments not accompanied by packing Lists. Shipments for two or more destinations when so directed by the City will be shipped in separate boxes or containers for each destination, at no charge.
8. **PUBLIC WORKS.** Public Works shall be performed in accordance with the provisions of the 2006 Standard Specifications for Public Works Construction, or as it may be amended by subsequent editions.
9. **TAXES.** The Vendor must separately state on all invoices any taxes imposed by the local, state or federal state government applicable to furnishing of Goods and Services provided, however, where a tax exemption is available, the tax must be subtracted from the total price and identified. Unless otherwise set forth in the Purchase Order, the purchase price will be considered to include state and City sales or use tax.
10. **WARRANTY.** The Vendor warrants that all Goods will conform to applicable Specifications, drawings, description, and samples, and will be merchantable, of good workmanship in material, and free from defect. Unless manufactured pursuant to detailed design furnished by the City, the Vendor assumes design responsibility and warrants the Goods to be free from design defect and suitable for the purposes intended by the City, and that such Goods if installed by the Vendor shall conform to applicable specifications. The Vendor's warranties, together with its service guarantees, must run to the City and its customers or users of the Goods and Services and must not be deemed exclusive. The City's inspection, approval, acceptance, use of, and payment for all or any part of the Goods and Services must in no way affect its warranty rights whether or not a breach of warranty had become evident in time.

11. **CHANGES**. The City has the right, by written notice, to change the quantity or specifications of the Goods and Services ordered and the terms of shipment or packaging of Goods. Upon receipt of any notice, the Vendor will proceed promptly to make the changes in accordance with the terms of the notice. If any change causes an increase or decrease in the cost or performance or in the time required for performance, an equitable adjustment must be negotiated promptly and the contract modified in writing accordingly. The Vendor must deliver to the City as promptly as possible, and in any event within 30 days after receipt of change notice, a statement showing the effect of any change in the delivery dates and prices the statement must be supplemented within 30 days by detailed specification of the amount of the price adjustment and supporting cost figures. The Vendor's failure to submit the statements within the time limits stated will constitute its consent to perform the change without increase in price, without claim for material rendered obsolete and without change in delivery schedules.
12. **BUSINESS LICENSE**. The vendor must obtain a City of Riverside Business Tax Certificate, unless the vendor qualifies for an exemption.
13. **INDEMNITY**. Except as to the sole negligence, active negligence or willful misconduct of the City, Vendor shall indemnify and hold the City, and its employees, officers, managers, agents and council members, harmless from any and all loss, damage, claim for damage, liability, expense or cost, including attorneys' fees, which arises out of, or is related to, or is in any manner connected with the Goods and Services provided pursuant this Purchase Order and/or the performance of work, activities, operations or duties of Vendor, or anyone employed by or working under Vendor, and from all claims by anyone employed by or working under Vendor for services rendered to Vendor in the performance of this Agreement, notwithstanding that the City may have benefited from their services. This indemnification provision shall apply to any acts or omissions, willful misconduct or negligent conduct, whether active or passive, on the part of Vendor or of anyone employed by or working under Vendor.

The parties expressly agree that any payment, attorney's fees, costs or expense that the City Incurs or makes to or on behalf of an Injured employee under the City's self-administered workers compensation Is Included as a loss, expense or cost for the purposes of this Section, and that this Section shall survive the expiration or early termination of the Agreement.

14. **DUTY TO DEFEND**. Vendor agrees, at its cost and expense, to promptly defend the City and the City's employees, officers, managers, agents and council members (collectively the "Parties to be defended") from and against any and all claims, allegations, lawsuits or other legal proceedings which arise out of, or are related to, or are in any manner connected with (I) the Goods and Services provided pursuant this Purchase Order (II) allegations that the Goods are defective in manufacture or design (III) any patent related to the Goods and (IV) the work, activities, operations, or duties of Vendor, or of anyone employed by or working under the Vendor, or (2) any breach of this Agreement by Vendor. This duty to defend shall apply whether or not such claims, allegations, lawsuits or proceedings have merit or are meritless, or which Involve claims or allegations that any of the Parties to be defended were actively, passively or concurrently negligent, or which otherwise assert that the parties to be defended are responsible, In whole or In part, for any loss, damage or Injury. Vendor agrees to provide this defense immediately upon

written notice from the City, and with well qualified, adequately insured and experienced legal counsel acceptable to the City.

15. **INTERPRETATION**. The terms of this Purchase Order should be construed in accordance with the meaning of the language used and should not be construed for or against either party by reason of the authorship of this Purchase Order or any other rule of construction that might otherwise apply.
16. **GOVERNING LAW JURISDICTION**. This Purchase Order shall be construed in accordance with and governed by the laws of the State of California. The purchase of Goods shall take place in Riverside, California. For any dispute arising from this Purchase Order, the parties consent to jurisdiction and venue in either Riverside Superior Court or the United States District Court for the Central District of California.
17. **NONTRANSFERABILITY**. The Vendor may not transfer or assign this Purchase Order, without the prior written approval of the Purchasing Agent, which may be withheld in his/her sole discretion.
18. **DISCOUNTS**. The date used as the basis for discount calculation shall be computed from the date of receipt of invoice, Goods and Services, whichever is later.
19. **COMPLIANCE WITH APPLICABLE LAW**. Vendor agrees to comply with all applicable federal, state and local law in connection with the performance of this Purchase Order, Including the payment of prevailing wage when required.
20. **INTEGRATION AMENDMENT**. This Purchase Order represents the entire understanding of the City and the Vendor as to those matters contained herein. No prior oral or written understanding will be of any force or effect with respect to the terms of this Purchase Order. The Purchase Order may not be modified except by Change Order or Addendum to Purchase Order.
21. **INSURANCE**. Subject to the discretion of the Purchasing Services Manager, Vendor may be required to provide, prior to the performance of Services required by this Purchase Order, the following minimum levels of insurance set forth In Exhibit 1, which is attached hereto and incorporated herein by reference.

EXHIBIT 1 TO TERMS AND CONDITIONS OF PURCHASE ORDERS FOR GOODS AND SERVICES

Prior to commencing work, the Vendor shall procure and maintain at Vendor's own cost and expense for the primary as respects the City of Riverside, its officers, officials, employees, and duration of the Contract Insurance against claims for Injuries to persons or damages to property which may also from or In connection with the performance of the work or services hereunder by the Vendor, his agents, representatives, employees, or subcontractors. The cost of such insurance shall be Included in Vendor's bid.

Without in any way affecting the indemnity provided, the Vendor shall secure before commencement of the work and throughout the contract the following types and amounts of insurance:

A. Minimum Limits of Insurance.

Vendor shall obtain insurance of the types and in the amounts described below:

1) Commercial General Liability Insurance

Vendor shall maintain commercial general Liability (CGL) with a limit of not less than \$1,000,000 each occurrence/\$2,000,000 in the annual aggregate.

2) Business Auto Liability Insurance

Vendor shall maintain business auto liability with a limit of not less than \$1,000,000 each accident.

3) Workers' Compensation and Employer's Liability Insurance

Vendor shall maintain workers compensation Insurance as required by the State of California and Employers Liability Insurance In the amount of \$1,000,000 per accident for bodily Injury or disease.

B. Minimum Scope of Insurance.

1) CGL Insurance shall be written on Insurance Services Office form CG 00 01 (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury liability assumed under an insured contract (Including the tort liability of another assumed In a business contract), and explosion, collapse and underground hazards.

2) Business Auto Insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos). Coverage shall be written on Insurance Services Office form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

C. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City of Riverside. At the option of the City of Riverside, either the insurer shall reduce or eliminate. Such deductibles or self-Insured retentions as respects the City of Riverside, Its officers, officials, employees, or volunteers or the Vendor shall provide a financial guarantee satisfactory to the City of Riverside guaranteeing payment of losses and related Investigation, claim administration and defense expenses.

D. Other Insurance Provisions.

(1) General Liability and Vehicle Liability Coverages Only

(a) City of Riverside, its officers, officials, employees, and volunteers are to be covered as additional insureds with respect to liability arising out of automobiles owned, leased, hired, or borrowed by or on behalf of the Vendor and with respect to liability arising out of work or operations performed by or on behalf of the Vendor including materials, parts or equipment furnished in connection with such work or operations. Under the CGL policy, using the

Insurance Services Office additional Insured endorsement form CG 20 10 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. City and other additional insureds mentioned in this paragraph shall not, by reason of their Inclusion as additional insureds, become liable for any payment of premiums to carriers for such coverage.

- (b) For any claims related to this project, the Vendor's Insurance coverage shall be primary as respects the City of Riverside, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City of Riverside, its officers, officials, employees, or volunteers shall be excess of the Vendor's insurance and shall not contribute with it.

(2) Worker's Compensation and Employer's Liability Coverages

The Insurer shall agree to waive all rights of subrogation against the City of Riverside, its officers, officials, employees, and volunteers for losses arising from activities and operations of Vendor in the performance of services under the contract.

(3) All Coverages

- (a) Each Insurance required by this clause shall be endorsed to state that coverage shall not be canceled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City as set forth in the notice requirement of this Agreement.
- (b) If Vendor, for any reason, fails to maintain insurance coverage which is required pursuant to this Contract, the same shall be deemed a material breach of contract. City, at its sole option, may terminate this Contract and obtain damages from the Vendor resulting from said breach. Alternatively, City may purchase such coverage (but has no special obligation to do so), and without further notice to the Vendor, City may deduct from sums due to the Vendor any premium costs advanced by the City for such insurance.

E. Acceptability of Insurers.

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A7 unless otherwise approved by the City's Risk Manager.

F. Verification of Coverage.

Vendor shall furnish the City of Riverside with original certificates and amendatory endorsements affecting coverage required by this section. The certificates and endorsements for each policy are to be signed by a person authorized by the insurer to bind coverage on its behalf. The certificates and endorsements should be on forms provided by the City of Riverside or on other than the City of Riverside's forms, provided those forms and endorsements conform to the requirements. All certificates and endorsements are to be received and approved by the City of Riverside before work commences. The City of Riverside reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

G. Subcontractors.

Vendor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

STATEMENT OF SERVICES

CUSTOMER SERVICE

ORANGE SQUARE
3901 Orange Street
Riverside, CA 92501

CUSTOMER SERVICE CENTER
3025 Madison Avenue
Riverside, CA 92504

Customer Service: (951) 782-0330

TDD: (951) 826-2516 Internet:

RiversidePublicUtilities.com

Explanation of these charges: RiversidePublicUtilities.com/mybill

KEEP THIS PORTION FOR YOUR RECORDS

FOR SERVICE ENDING:

BILLING DATE:

ACCOUNT NUMBER:

SERVICE ADDRESS:

RIVERSIDE PUBLIC UTILITIES: PROVIDING WATER

WATER

Water Meter Reading

Usage Comparison	This Year
	Days
	Period Usage
	Daily Average
Usage Comparison	Last Year
	Days
	Period Usage
	Daily Average

PREVIOUS READING	PRESENT READING	CONSUMPTION
TOTAL WATER CONSUMPTION:		

Customer Charges For Water

--

TOTAL CHARGES FOR WATER

RIVERSIDE PUBLIC UTILITIES: PROVIDING ELECTRICITY

ELECTRIC

Electric Meter Reading

Usage Comparison	This Year
	Days
	Period Usage
	Daily Average
Usage Comparison	Last Year
	Days
	Period Usage
	Daily Average

PREVIOUS READING	PRESENT READING	MAX. DEMAND	FACTOR	CONSUMPTION
TOTAL ELECTRICITY CONSUMPTION:				

Customer Charges For Electricity

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TOTAL CHARGES FOR ELECTRICITY

CITY OF RIVERSIDE: PROVIDING CITY SERVICES

CITY SERVICES

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TOTAL CHARGES FOR CITY SERVICES

TOTAL CHARGES FOR WATER, ELECTRICITY, AND CITY SERVICES

MESSAGE

RIVERSIDE PUBLIC UTILITIES 

PAYMENT CARD

PAYMENT BY MAIL:
Enclose card with remittance payable to Riverside Public Utilities in the envelope provided.

PLEASE PAY IMMEDIATELY
(SERVICE SUBJECT TO TERMINATION)

PAYMENT BY PERSON:
Bring entire bill to an authorized payment station.
(See insert for payment locations)

SUMMARY OF CURRENT AMOUNT DUE		
WATER	ELECTRICITY	CITY SERVICES

BILLING DATE: PLEASE PAY BY:

SHARE FUND (LOW INCOME UTILITY ASSISTANCE)
MY DONATION IS: \$1 \$2 \$5 OTHER \$ _____

ACCOUNT NUMBER:

PREVIOUS BALANCE
CURRENT AMOUNT DUE
TOTAL BALANCE DUE
SHARE DONATION
PLEASE INDICATE AMOUNT PAID

UTILITY UPDATE

RIVERSIDE PUBLIC UTILITIES

WATER | ENERGY | LIFE



Be A POWER PARTNER

& save energy this summer

As a result of a four-month long natural gas leak and subsequent closure of the second largest natural gas storage facility in the country, a number of natural gas fired power plants in Southern California may not be able to operate normally this summer – including Riverside Public Utilities’ (RPU) generation plants within the city.

Since each summer over 40 percent of our peak energy demand is met within the city by our natural gas-fired turbines at our Riverside Energy Resource Center (RERC) and Springs Generation facilities, curtailments could affect our ability to meet our service commitments to you.

To prepare for possible natural gas shortages this summer, RPU is asking all of our energy customers to become “Power Partners” and voluntarily agree to reduce energy consumption during peak demand times (e.g. late afternoons and early evenings when summer energy demands spike) when it’s needed most between July 1 to Sept. 30.

From large industrial customers to family homes, shifting energy use to off-peak times (late at night or early mornings) will help to keep the power on and avoid the need for any unplanned energy service disruptions.

While we do not yet know the full impact of how the natural gas shortages may affect us, we’re confident that our energy customers will once again step up, as they have in the past, to conserve and stabilize both the regional and local energy grids when needed.

Visit RiversidePublicUtilities.com/PowerPartners to learn more about how to become a Power Partner

RiversidePublicUtilities.com

06/16

Please return this part of the bill with your payment in the envelope provided.

Mail to: City of Riverside Public Utilities, 3900 Main Street, Riverside, CA 92522-0144.

We accept Visa, MasterCard, Discover & American Express

Payment Method:

Card Number

Visa MC
 Discover Am Ex

Card Number

Exp. Date

Signature _____

YOU MUST SIGN FOR PAYMENT TO BE PROCESSED.

Be Prepared



Preparation is essential when disasters strike. A major disaster like an earthquake may result in long-term outages of water or energy services. Get a kit together so you can be ready when an emergency occurs. Make a plan with your friends and family on where to meet and how to keep in touch. And stay informed on the latest emergency news. Visit ReadyRiverside.com for additional tips and info!

Utility 2.0

Riverside Public Utilities has provided high quality, safe and reliable water services to our customer-owners for over 100 years. And we’re planning our next 100 years of service with our Utility 2.0 plans for the future. Visit GreenRiverside.com to find out more and see when our next Utility 2.0 public meeting will be held.

WATER | ENERGY | LIFE



Payment Amount: _____

SHARE Donation: _____

Total Payment: _____