

**DATE:** February 3, 2020  
**TO:** Matt Jordan, General Manager  
**FROM:** Kenneth R. Herd, Chief Science and Technical Officer *KRH*  
**SUBJECT:** Toilet and Urinal Rebate Inspection Services, Contract No. 2020-027 – *Reject All Bids*

**SUMMARY**

Tampa Bay Water, as part of its Demand Management Implementation program, advertised for toilet and urinal rebate inspection services based upon budget assumptions through evaluation of other local and nationwide programs. Receipt of bids indicated costs much higher (roughly twice) than the annual anticipated budgets and not consistent with other local and national programs. Additionally, it appeared costs were higher per unit for increased numbers of units when unit costs should have been lower for increasing numbers.

**RECOMMENDATION**

Reject all Bids received to Award Bid/Contract No. 2020-027 for the Toilet and Urinal Rebate Inspection Services

**COST/FUNDING SOURCE**

N/A

**DISCUSSION**

On December 11, 2020, Tampa Bay Water posted an Invitation for Sealed Bids (ITB) for the Toilet and Urinal Rebate Inspection Services. Over 312 firms were notified through advertisement on DemandStar and Tampa Bay Water's website. Tampa Bay Water also added five known firms as supplemental firms and eight firms downloaded the bid plans.

On January 31, 2020 sealed bids were received and opened in public as follows:

1	Mainzer Management, Inc., d/b/a Tech Staff	\$738,150
2.	M.T. Causley, LLC	\$1,292,100
3.	Triconic, LLC	\$5,808,500
4.	Demetri Solutions, LLC	Statement of No Bid Received

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After reviewing the differing Bid Tabulation prices, low bid being roughly twice the estimate, the difference between the lowest bid and the highest bid received, and consideration of comments received in the Statement of No Bid, Tampa Bay Water staff determined that the bid price form and/or specifications may have been unclear resulting in the very wide variation in the bids that were received. Staff feels it would be in the best interest of Tampa Bay Water to reject all bids and terminate this ITB at this time. Staff plans to return to the Board in April 2020 with a new recommended approach which will not delay the overall program.

## **BACKGROUND**

On August 20, 2018, the Tampa Bay Water Board approved funding demand management through Tampa Bay Water and applying for matching cooperative funding from the SWFWMD. The Board also directed staff to work with members to develop implementation strategies that will help to secure identified savings while consistent with the Interlocal Agreement.

Tampa Bay Water, with assistance from its member governments, selected a third-party administrator (EGIA) to implement, manage, market, track and report on series of water conservation elements implemented with and through its member governments. The administrator is responsible for implementation of all elements of a customer application process for rebates for the 11 programs currently identified for implementation throughout members opting into the regionally overseen program. In addition to these services, Tampa Bay Water needed to develop and bid for services of an entity to conduct inspections of toilets and urinals to be rebated consistent with Southwest Florida Water Management District requirements, ensuring products provided meet the intent of each rebate. The Agency developed draft bid documents after reviewing other documents locally and nationally, along with actual costs per rebated fixture inspected across multiple programs. Additionally, the Agency allowed the Demand Management Working Group made up of member government staff to review and comment on the draft bid package prior to finalizing the document, as various members have experience in operation of inspection programs.