



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#20-0679

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Chris Lagerbloom, ICMA-CM, City Manager

DATE: October 6, 2020

TITLE: Motion Approving Agreement for On-Line Information Management System
for Tracking Backflow Assemblies – Backflow Solutions, Inc. – \$617,070
Revenue (estimated three-year total) – **(Commission Districts 1, 2, 3 and 4)**

Recommendation

Staff recommends the City Commission approve a three-year agreement, in substantially the form attached, for the services of an on-line information management system with customer support services for tracking backflow assemblies from Backflow Solutions, Inc. ("BSI") in the estimated revenue amount of \$205,690 per year, and authorize the City Manager to approve two, one-year renewal options contingent upon appropriation of funds.

Background

Backflow assemblies protect the public water supply by preventing contaminants from entering the plumbing systems of the City. Regular testing is required in order to ensure these backflow assemblies are functioning. The test results must be documented and tracked as part of the cross-connection control program required by the Florida Department of Environmental Protection (FDEP) and under the Federal Safe Drinking Water Act. The Public Works Department currently uses BSI Online, a web-based application that serves as the City's tracking and compliance database for the recertification of approximately 6,700 testable backflow assemblies.

BSI has been providing these services since November 2015. The company provides notice to property owners of expiring certification of backflow devices and tracks compliance. Per Chapter 28-153(e)(3) of the Backflow Ordinance, a \$45 backflow recertification administration fee is to be paid for each backflow assembly at the same premises. BSI will receive \$12.95 of the \$45 to administer the tracking and compliance aspects of the program and the net difference of \$32.05 for each device will be generated as revenue to the City to manage the entire cross connection control program. The program is budgeted to generate \$237,850 in revenue for FY20. The program is conservatively expected to generate \$301,500 in revenue per fiscal year, of which the vendor will receive approximately \$95,810 and the City will receive the remaining amount of approximately \$205,690.

On January 28, 2020, Procurement Services Division issued Notice of Intent to Award a Proprietary Purchase #12378-207 for On-Line Information Management System for Tracking Backflow Assemblies and received one statement of disagreement from Aqua

Backflow (“AB”).

On May 26, 2020, Procurement Services issued Request for Proposals (“RFP”) No. 12407-805 for On-Line Information Management System for Tracking Backflow Assemblies.

On June 15, 2020, the solicitation ended with a total of three firms submitting proposals in response to the RFP.

- AB
- BSI
- SwiftComply US OpCo Inc.

On June 2, 2020, the RFP Evaluation Committee (“Committee”) consisting of Elaine Velez, Senior Administrative Assistant, Jud Hopping, Distribution and Collection Supervisor; both with Public Works, and David Havell, Facilities Supervisor, with Parks and Recreation; met with Laurie Platkin, Senior Procurement Specialist, to evaluate and rank the proposals based on the following criteria:

Understanding of the overall needs of the City for such services, as presented in the narrative proposal including but not limited to Section 3.2 to accomplish the work required, accurately and efficiently.	50%
Experience, qualifications and past performance of the proposing firm, including persons proposed to provide the services, facilities, resources and references as described but not limited to Section 2.17.	20%
Cost to the City	30%
TOTAL PERCENT AVAILABLE:	100%

All three firms were deemed responsible and responsive and it was determined that each would give oral presentations to the Committee.

On June 15, 2020, the Committee viewed presentations from the three proposers and afterwards evaluated the presentations. The committee determined that additional information was needed, and clarifying questions were given to the proposers.

On July 21, 2020, the committee met for final evaluation and rankings, and BSI was the first ranked proposer. Refer to Exhibit 5 for committee evaluation tabulations. Staff recommends Commission award of a three-year contract to BSI for on-line information management system for tracking backflow assemblies.

Resource Impact

There will be a positive fiscal impact to the City in the estimated amount of \$205,690 as revenue generated for the City to administer the program requirements in FY2021. Funds for this agreement are contingent upon the approval and appropriated of the adopted FY2021 operating budget in the account(s) listed below:

<i>Funds available as of October 1, 2020</i>					
ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB- OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
450-PBS690602-J299	Water & Sewer Environmental Resources	Charges for Services / Backflow Inspection	\$249,871	\$249,871	\$205,690
Total					\$205,690

Strategic Connections

This item supports the *Press Play Fort Lauderdale 2024 Strategic Plan*, specifically advancing:

- The Infrastructure Focus Area
- Goal 1: Build a sustainable and resilient community
- Objective: Proactively maintain our water, wastewater, stormwater, road, and bridge infrastructure

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan: We Are Ready*.

Attachments

Exhibit 1 – Solicitation
Exhibit 2 – AB Proposal
Exhibit 3 – BSI Proposal
Exhibit 4 – SwiftComply Proposal
Exhibit 5 – Tabulations and Final Rankings
Exhibit 6 – Agreement

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