



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Scott Morgan, Interim City Manager

**THRU:** Gabriel Bowden, Utilities Director; George Barber, Chief Procurement Officer

**DATE:** April 3, 2025

**RE:** Award of Bid: Repair and maintenance services, Water and Wastewater Treatment Plants - 37-ITB-25 – Utilities Department – (Meeks Plumbing, Inc. and Razorback LLC – annual estimate \$150,000).

### SUMMARY:

The Utilities Department solicited bids for repair and maintenance services for the water and wastewater treatment plants. The equipment repairs will primarily be at the water and wastewater treatment plants, however, repair services may be requested for other system infrastructure. It is essential that all systems are maintained and repaired promptly to ensure continuous and uninterrupted operations at the treatment plants. Examples of expected services include, but not limited to, repair and replacement of pumps, motors, valves, and pipes. Additional services may include structural repairs to buildings, tanks, miscellaneous equipment in the distribution and collection system, and other critical infrastructure. The services to be provided under this contract are for emergency and non-emergency repairs.

Two (2) bids were received in response to the City's solicitation. Procurement staff reviewed the bids for responsiveness. Utilities staff evaluated the lowest responsive bid for responsibility and ability to provide the services specified. The Department found both bids to be acceptable and responsible.

Staff recommends award of bid #37-ITB-25, Repair and Maintenance Services for Water and Wastewater Treatment Plants to Meeks Plumbing, Inc. and Razorback LLC.

### REQUESTING DEPARTMENTS:

Utilities  
Procurement

**FISCAL IMPACT:**

Funding is available in the Utilities Department's operating and renewal replacement funds. The estimated annual expenditures are \$150,000.

**STAFF RECOMMENDATION:**

Motion to approve award of Invitation to Bid # #37-ITB-25, Repair and Maintenance Services for Water and Wastewater Treatment Plants to Meeks Plumbing, Inc., located in Vero Beach, Florida and Razorback LLC, located in Tarpon Springs, Florida. Council approval is requested to establish a one-year term contract, renewable by the Procurement Department for four (4) additional one-year terms.