



# Pinellas County

## Staff Report

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File #: 20-2102A, Version: 1

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### **Subject:**

Award of bid to Instrument Specialties, Inc. for Siemens variable frequency drives replacement, parts, maintenance, and repairs for the Utilities Department.

### **Recommended Action:**

Reject the bid received from Siemens Industry, Inc. as non-responsive for not meeting bid requirements as they failed to submit a completed price sheet and failed to provide required Invitation to Bid documents.

Award of bid to Instrument Specialties, Inc. for Siemens variable frequency drives (VFD) replacement, parts, maintenance, and repairs for the Utilities Department.

- This sixty-month fixed price contract provides preventative maintenance, replacement equipment, parts, and repairs of Siemens VFDs for the Utilities Department.
- VFDs are used in the operation of pumping systems to provide adequate delivery of drinking water and collection of wastewater.
- Total estimated expenditure for sixty months is \$1,398,000.00.
- Three bids were received with award recommendation to Instrument Specialties Inc as the lowest responsive, responsible bidder

Bid No. 190-0739-B(BW) in an average annual estimated amount of \$279,600.00 for a sixty-month total of \$1,398,000.00 based upon being the lowest responsive, responsible bid received meeting specifications. Authorize the Chairman to sign and the Clerk of the Circuit Court to attest.

### **Strategic Plan:**

Deliver First Class Services to the Public and Our Customers

5.3 Ensure effective and efficient delivery of county services and support

### **Summary:**

This contract provides for new VFDs, new parts, annual maintenance, and repairs on VFDs throughout the County. VFDs are critical to the County's water and wastewater system operations through their use in pumping systems. Duration of the contract shall be for a period of sixty months and prices will be held firm for the term of the agreement.

### **Background Information:**

On April 10, 2020, the Purchasing and Risk Management Division, on behalf of the Utilities Department, released an invitation to bid to establish a contract for all types of VFD equipment, parts, preventative maintenance, and repair services, including Siemens VFDs. At that time, no bids were received for Siemens VFDs, so a separate solicitation strictly for Siemens equipment and services was released on September 4, 2020 with three bids received. The bid from Siemens Industry, Inc.

was deemed non-responsive for not meeting bid requirements as they failed to submit a completed price sheet and failed to provide required Invitation to Bid documents. Award is recommended to the lowest responsive and responsible bid received meeting specifications.

**Fiscal Impact:**

Sixty (60) month estimated expenditure not-to-exceed: \$1,398,000.00

Estimated average annual expenditure is: \$279,600.00

Funding is derived from the Sewer Revenue & Operating Fund

**Staff Member Responsible:**

Megan Ross, Director, Utilities

Merry Celeste, Director, Purchasing and Risk Management Division, Administrative Services

Joe Lauro, Director, Administrative Services

**Partners:**

N/A

**Attachments:**

Services Agreement

Bid Tabulation