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**Date:** July 1, 2025

**To:** Mayor and Town Council

**From:** Morgan Cates

**Re:** Consideration and Approval: **RFB 2025-004 - Lift Station #2 Bypass Pump Project Bid Acceptance**

**Objective:**

To secure a contractor to install an emergency bypass pump and two upgraded pumps in the wet well at Lift Station #2 located at 800 South Palm Ave., Howey-in-the-Hills, FL 34737.

**Summary:**

In response to Request for Bids (RFB) 2025-004 for the Lift Station #2 Bypass Pump Project, four proposals were received and evaluated. During the review process, certain submissions were deemed non-responsive due to failure to meet the mandatory bid requirements. Among the remaining proposals, those with higher cost estimates were ranked accordingly. RCM Utilities emerged as the lowest responsive and responsible bidder, having submitted a complete and compliant proposal at the most competitive price point. Town staff recommends proceeding with contract negotiations with RCM Utilities.

**Recommended Motions:**

*The Town Council has the following options:*

The Town Council motions to approve the award of RFB 2025-004 for the Lift Station #2 Bypass Pump Project to RCM Utilities as the lowest responsive and responsible bidder, and to authorize the Town Manager to negotiate and execute the contract with RCM Utilities

**Fiscal Impact:**

The total cost of the Lift Station #1 Bypass Pump Project, based on the proposal submitted by RCM Utilities, is \$197,879. Town staff has successfully secured two grants which will provide a combined total of \$207,000 in funding toward the project. The remaining balance of \$9,121 will be funded by the Town. These funds will be drawn from the Wastewater Utility Fund (Fund 402), under Department 535 (Sewer Wastewater Services), Object Code 460 (R&M - Equipment). The project is expected to remain within the allocated budgeted resources for Fiscal Year 2024–2025.

**Staff Recommendation:**

The Public Services Director and Town Manager recommend awarding the contract for the Lift Station #2 Bypass Pump Project (RFB 2025-004) to RCM Utilities. RCM Utilities submitted the lowest responsive and responsible bid that met all project requirements. Staff further recommends authorizing the Town Manager to enter into contract negotiations with RCM Utilities.