



## EXECUTIVE SUMMARY

**TO:** City Commission  
**FROM:** Mark Tait  
Marilyn Wilbarger  
**CC:**  
**DATE:** August 16, 2011  
**SUBJECT:** Water Test ITB

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**ACTION STATEMENT:** The purpose of this item is to reject all bids for ITB #11-013.

**BACKGROUND:** Key West Bight Marina is required as part of its submerged land lease to perform quarterly water testing for fecal, salinity and oxygen levels and one annual test for soil sampling. City Marina has mirrored this testing voluntarily for the past several years. Testing results have always been satisfactory at both marinas.

In April the current contract expired and ITB #11-013 was put out and two companies responded with bids. Reviewing the bids staff noticed a large discrepancy in the quarterly test bids. Staff contacted both companies and asked for clarification of their bids. From their response it was determined that the lower priced responder did not understand that the quarterly tests were for the water to be tested every 4 hours in a 24 hour period and not just a single test. Once the lower bidder was made aware of the frequency of the quarterly testing they said they could not accomplish that task for the price quoted.

Reviewing the bid document revealed that the frequency of the quarterly testing was not incorporated in the bid document. Legal reviewed the bid document and correspondence from the lower priced bidder and determined all bids should be rejected and the frequency language needed to be added to the bid document which should be rebid.

The Key West Bight Management Board rejected all bids for this ITB on August 10<sup>th</sup> 2011.

### **OPTIONS/ ADVANTAGES/ DISADVANTAGES:**

1. The City Commission can approve rejecting all bidders for ITB 11-013.
  - The exact language from the submerged land lease for Key West Bight will be used as the scope of work for the new water testing ITB.
  - After all bids are rejected a new ITB will be submitted to the public.
  - A quarterly water test will have to be conducted at Key West Bight under the previous contract to maintain compliance with its submerged land lease.

**FINANCIAL IMPACT:** There should be no real financial impact by rejecting all bids and rebidding the contract.

**RECOMMENDATION:** Staff recommends that the City Commission approves rejecting all bids for ITB #11-013.

**ATTACHMENTS:** Water Test Bid Sheet

# INTEROFFICE MEMORANDUM

To: Mark Tait

CC: David Hawthorne  
Sue Snider, Purchasing

From: Cheri Smith, City Clerk *Cheri*

Date: June 1, 2011

Subject: **WATER TESTING AT KEY WEST BIGHT, KEY WEST FERRY TERMINAL  
AND CITY MARINA AT GARRISON BIGHT; ITB #11-013**

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Attached for your review are copies of the bids opened Wednesday, June 1, 2011 at 3:00 p.m. in response to the above referenced project.

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| 1. | Bio-Tech Consulting, Inc.<br>1107 Key Plaza, Suite 259<br>Key West, FL 33040                 | Key West Bight and Ferry Terminal:<br>Quarterly Sampling: \$ 906.00<br>Annual Sampling: \$13,576.00<br>City Marina at Garrison Bight:<br>Quarterly Sampling: \$ 631.00<br>Annual Sampling: \$ 9,636.00     |
| 2. | Flowers Chemical Laboratories, Inc.<br>481 Newburyport Avenue<br>Altamonte Springs, FL 32701 | Key West Bight and Ferry Terminal:<br>Quarterly Sampling: \$ 4,550.00<br>Annual Sampling: \$12,771.00<br>City Marina at Garrison Bight:<br>Quarterly Sampling: \$ 2,125.00<br>Annual Sampling: \$10,579.00 |