

Annual Water Meter Reading Services Proposals Evaluation Summary
RFP# 2008-902
Utilities Department
Texas City, Texas
April 16, 2008

EXECUTIVE SUMMARY:

The City of Texas City has approximately 14,000 water meters throughout the municipal area.

These meters are located at the site of individual customer water line connections to the City's potable water distribution system. These meters measure and record the amount of water that flows through the meter and is utilized by the customer.

From these meter readings, the water and sewer user fees are calculated and billed to customers. The monies from these water and sewer User Fees accrue to the Sewer Enterprise Fund and the Water Enterprise Fund.

The User Fees supplying these funds are required by law to be used to maintain, operate, and improve the sewer collection system and wastewater treatment facility [Sewer Enterprise Fund] and to maintain, operate, and improve the water distribution system [Water Enterprise Fund].

The approximately 14,000 water meters are read once each month.

Since water meter reading is the sole interface point between city provided water and customer water use; it is critical that these meter reading services be performed accurately, timely, and delivered to the City in a format that can be electronically downloaded to the City's water/sewer billing software.

Experience, dependability, capability, and responsiveness are required of the contractor selected to provide these meter reading services.

Selected Contractor:

After careful consideration of the four proposals submitted, **Severn Trent Services** has been selected as the best responsive firm to perform these services for the City of Texas City. The following is a summary of the evaluations of the four proposals submitted.

**Annual Water Meter Reading Services Proposals Evaluation Summary
RFP# 2008-902
Utilities Department
Texas City, Texas
April 16, 2008**

1) QC Meter Read:

QC Meter Read Proposal Evaluation Results:

PROPOSAL CONSIDERED UNRESPONSIVE—REJECTED:

Proposal Discrepancies as defined in “IRREGULAR PROPOSALS” section of RFP #2008-902 and as delineated below result in REJECTION OF PROPOSAL

- QC Meter Read Bid Form improperly filled out: “EXTENDED CONTRACT COMPENSATION” left blank; “CONTRACT UNIT RATE Per each” filled in with proposed annual contract costs; the sum of the three annual contract costs is \$451,920.00 but the figure given by QC Meter Read is \$617,540.00
- QC Meter Read did not provide with the proposal a list of five references as required in “STATEMENT OF PROPOSER’S QUALIFICATIONS”

**Annual Water Meter Reading Services Proposals Evaluation Summary
RFP# 2008-902
Utilities Department
Texas City, Texas
April 16, 2008**

2) SouthWest Water Co.:

Proposal Evaluation Results:

PROPOSAL CONSIDERED RESPONSIVE:

Proposal Bid Form Summary:

Year 1: CONTRACT UNIT RATE Per each: \$1.69
EXTENDED CONTRACT COMPENSATION: \$283,920.00

Year 2: CONTRACT UNIT RATE Per each: \$1.76
EXTENDED CONTRACT COMPENSATION: \$295,680.00

Year 3: CONTRACT UNIT RATE Per each: \$1.83
EXTENDED CONTRACT COMPENSATION: \$307,440.00

3 Year Total: TOTAL OF BID ITEMS 1, 2 & 3: \$887,040.00

- SouthWest Water Co. did not provide with the proposal a list of five references as required in "STATEMENT OF PROPOSER'S QUALIFICATIONS"

**Annual Water Meter Reading Services Proposals Evaluation Summary
RFP# 2008-902
Utilities Department
Texas City, Texas
April 16, 2008**

3) Severn Trent Services

Proposal Evaluation Results:

PROPOSAL CONSIDERED RESPONSIVE:

Proposal Bid Form Summary:

Year 1: CONTRACT UNIT RATE Per each: \$1.47
EXTENDED CONTRACT COMPENSATION: \$246,960.00

Year 2: CONTRACT UNIT RATE Per each: \$1.54
EXTENDED CONTRACT COMPENSATION: \$258,720.00

Year 3: CONTRACT UNIT RATE Per each: \$1.63
EXTENDED CONTRACT COMPENSATION: \$273,840.00

3 Year Total: TOTAL OF BID ITEMS 1, 2 & 3: \$779,840.00

- Severn Trent Services was completely compliant with RFP #2008-902 requirements.

**Annual Water Meter Reading Services Proposals Evaluation Summary
RFP# 2008-902
Utilities Department
Texas City, Texas
April 16, 2008**

4) Water Alternative Natural Gas

Proposal Evaluation Results:

PROPOSAL CONSIDERED RESPONSIVE:

Proposal Bid Form Summary:

Year 1: CONTRACT UNIT RATE Per each: \$0.85
EXTENDED CONTRACT COMPENSATION: \$142,800.00

Year 2: CONTRACT UNIT RATE Per each: \$0.90
EXTENDED CONTRACT COMPENSATION: \$151,200.00

Year 3: CONTRACT UNIT RATE Per each: \$0.93
EXTENDED CONTRACT COMPENSATION: \$156,240.00

3 Year Total: TOTAL OF BID ITEMS 1, 2 & 3: \$450,240.00

- Water Alternative Natural Gas did not provide with the proposal a list of five references as required in "STATEMENT OF PROPOSER'S QUALIFICATIONS"