

SAINT PETERSBURG CITY COUNCIL

Consent Agenda

Meeting of April 16, 2009

To: The Honorable Jeff Danner, Chair and Members of City Council

Subject: Renewing an agreement with Viewtech Financial Services, Inc for management services for the toilet replacement program for the Water Resources department at an estimated annual amount of \$220,000.

Explanation: On April 3, 2008 City Council approved a one-year agreement for management services for the toilet replacement program effective through April 30, 2009. Under the renewal of contract clause, the city reserves the right to extend the agreement for three one-year periods if mutually agreeable. This is the first one-year renewal.

The SWFWMD Cooperative Funding Agreement provides rebates to city utility customers for replacing high flush toilets with ultra-low volume (ULV) or high efficiency toilet ("HET") fixtures. Water savings analysis performed as part of this program determined that up to 500 gallons of water per toilet are saved each month in a single-family household.

Viewtech Financial Services, Inc. provides management services for the program including creating and maintaining a database of participants, hiring and training trade and administrative staff, distributing project materials to customers, verifying installations, processing rebates and preparing a final report. They charge an administrative fee of \$37.00 for the first toilet plus an additional \$23.00 for additional toilets, if installed at the same time. This fee, along with the customer rebate of \$100 per fixture and program marketing costs, is shared by the City and SWFWMD, with each entity paying 50 percent of the costs. The participant is responsible for purchasing and installing the ULV or HET fixture and will receive the rebate from Viewtech after the installation is verified.

The Purchasing Department in cooperation with the Water Resources Department recommends award:

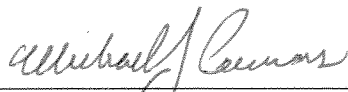
Viewtech Financial Services, Inc.\$220,000

The vendor has agreed to hold prices firm under the terms and conditions of RFP No. 6680 dated December 19, 2007. The renewal will be effective from March 1, 2009 through April 30, 2010.

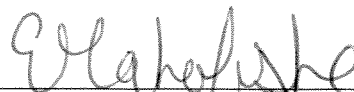
Cost/Funding/Assessment Information: Funds have been previously appropriated in the Water Resources Operating Fund (4001), Water Conservation Administration (4202133).

Attachment: Resolution

Approvals:



Administrative



Budget

A RESOLUTION APPROVING THE FIRST ONE-YEAR RENEWAL OPTION OF THE AGREEMENT (BLANKET AGREEMENT) WITH VIEWTECH FINANCIAL SERVICES, INC. AT AN ESTIMATED ANNUAL COST NOT TO EXCEED \$220,000 FOR MANAGEMENT SERVICES FOR THE TOILET REPLACEMENT PROGRAM FOR THE WATER RESOURCES DEPARTMENT; AUTHORIZING THE MAYOR OR MAYOR'S DESIGNEE TO EXECUTE ALL DOCUMENTS NECESSARY TO EFFECTUATE THIS TRANSACTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on April 3, 2008, City Council approved a one-year agreement with Viewtech Financial Services, Inc. ("Viewtech") for management services for the toilet replacement program with three one-year renewal options pursuant to RFP No. 6680 dated December 19, 2007; and

WHEREAS, the City desires to exercise the first one-year renewal option of the Agreement with the Viewtech; and

WHEREAS, Viewtech has agreed to uphold the terms and conditions of Bid No. 6680 ; and

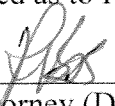
WHEREAS, the Purchasing Department, in cooperation with the Water Resources Department, recommends approval of this renewal.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida, that the first one-year renewal option to the Agreement (Blanket Agreement) with Viewtech Financial Services, Inc. at an estimated annual cost not to exceed \$220,000 for management services for the toilet replacement program for the Water Resources Department is hereby approved and the Mayor or Mayor's Designee is authorized to execute all documents necessary to effectuate this transaction; and

BE IT FURTHER RESOLVED that this renewal will be effective from March 1, 2009 through April 30, 2010.

This Resolution shall become effective immediately upon its adoption.

Approved as to Form and Substance:



City Attorney (Designee)