



**COMMISSION MEMORANDUM**

TO: Honorable Mayor and Members of the City Commission

FROM: Rickelle Williams, Interim City Manager

DATE: July 24, 2024

TITLE: A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, ACCEPTING THE RECOMMENDATION OF THE INTERIM CITY MANAGER PURSUANT TO REQUEST FOR QUALIFICATIONS NO. 2024-246-WG, REVENUE ENHANCEMENT STUDY FOR UTILITIES; AUTHORIZING THE ADMINISTRATION TO ENTER INTO NEGOTIATIONS WITH ISI WATER COMPANY, AS THE TOP-RANKED PROPOSER; AND FURTHER, AUTHORIZING THE INTERIM CITY MANAGER AND CITY CLERK TO EXECUTE A FINAL AGREEMENT UPON CONCLUSION OF SUCCESSFUL NEGOTIATIONS BY THE ADMINISTRATION. (PUBLIC WORKS)

**RECOMMENDATION**

It is recommended that the Mayor and City Commission approve the Resolution accepting the City Manager's recommendation pursuant to Request for Qualifications (RFQ) 2024-246-WG, Revenue Enhancement Study for Utilities, and authorize the Administration to enter into negotiations with ISI Water Company, the sole proposer. The Resolution also authorizes the City Manager and the City Clerk to execute a final Agreement upon the conclusion of successful negotiations by the Administration.

This solicitation is under the cone of silence.

**BACKGROUND/HISTORY**

The City periodically reviews its business components to ensure that operations are being performed in the most robust and prudent manner possible. Through an RFQ, the City requested proposals from qualified firms experienced in conducting revenue enhancement studies, for the purpose of analyzing the City's utilities services. By way of this study, the City sought to identify and recover unread, misread, and unmetered water revenues. Additionally, the City sought the resulting study to culminate in a written analysis wherein the determined cause(s) of revenue loss, including wastewater service problems, meter-related malfunctions, or lost accounts, are fully delineated and result in recommendations for future enhancements to correct the problems.

On October 11, 2019, pursuant to Request for Proposals (RFP) 2018-234-JC, the City entered into an agreement with ISI Water Company to provide a revenue enhancement study for the City's utilities services, through the Public Works Department. The current Agreement for these services is scheduled to expire on October 18, 2024.

In anticipation of the expiring contract, the Administration requested approval to issue Request for Qualifications (RFQ) 2024-246-WG for a revenue enhancement study for utilities.

**ANALYSIS**

On April 3, 2024, the Mayor and City Commission approved the issuance of RFQ No. 2024-246-WG for Revenue Enhancement Study for Utilities. The RFQ was released on April 5, 2024, and

a voluntary pre-proposal meeting was held on April 23, 2024. A total of 32 prospective bidders accessed the solicitation. RFQ responses were due and received on May 22, 2024. A sole proposal was received from ISI Water Company (ISI).

On May 24, 2024, the City Manager appointed the Evaluation Committee via Letter to Commission (LTC) #203-2024. The Evaluation Committee convened on June 21, 2024 to consider the proposal received. The Committee was comprised of Tracy Hejl, Financial Analyst III, Public Works Department; Bradford Kaine, Sanitation Division Director; Public Works Department; Jorge Maldonado, Assistant Division Director, Infrastructure, Public Works Department; Manny Marquez, Assistant Director, Finance Department; and Giancarlo Pena, Assistant City Engineer, Public Works Department.

The Committee was provided with an overview of the project and information relative to the City's Cone of Silence Ordinance and the Government Sunshine Law. The Committee was also provided with general information on the scope of services and a copy of the proposal. The Committee was instructed to score and rank the proposal pursuant to the evaluation criteria established in the RFQ. The evaluation process resulted in the scoring of the sole proposer as indicated in Attachment A.

The Evaluation Committee deemed ISI Water Company ("ISI") qualified to conduct revenue enhancement studies for analyzing the City's utilities. The committee noted that ISI has extensive experience in the industry and with the City of Miami Beach. As the current service provider, ISI has a proven track record of delivering savings and improved processes for the City. Additionally, the Evaluation Committee highlighted that ISI has proposed an improved reporting process to provide data more clearly, which will better serve our Public Works Department.

ISI offers solutions to numerous governmental entities nationwide to improve billing accuracy for all services while preserving public resources. They partner with key staff personnel of the governmental entity to identify causes of and implement remedies for system inaccuracies and deficiencies that adversely affect the accuracy of customer fees.

ISI is considered an industry leader, offering a revenue enhancement program to municipal utilities at no cost, with compensation strictly contingent on contract performance. Some of ISI's clients include the City of Winter Park, Florida and the City of Orlando, Florida. All references provided positive feedback.

## **FISCAL IMPACT STATEMENT**

Fees will be established through the negotiation process. It is the City's intent that the fees paid to the selected consultant(s) will be based on a percentage of the recovered costs. Under the current agreement for these services, when a utility account results in increased revenue or cost savings to the City, ISI is entitled to 45% of the increased revenue and 10% of the cost savings for a term of sixty (60) months thereafter.

[Click or tap here to enter text.](#)

## **CONCLUSION**

Based on the foregoing, it is recommended that the Mayor and City Commission approve the Resolution authorizing the Administration to enter into negotiations with ISI Water Company, the sole proposer, and further authorize the City Manager and the City Clerk to execute an agreement upon the conclusion of successful negotiations by the Administration.

## **Applicable Area**

Citywide

**Is this a “Residents Right to Know” item,  
pursuant to City Code Section 2-17?**

No

**Is this item related to a G.O. Bond  
Project?**

No

If so, specify the name of lobbyist(s) and principal(s):

**Department**

Procurement

**Condensed Title**

Award RFQ 2024-246-WG, Revenue Enhancement Study for Utilities. PW/PR