



Cover Memorandum/Staff Report

File #: 26-0488

Agenda Date: 5/5/2026

Item #: 6.M.1.

TO: Mayor and Commissioners
FROM: Hassan Hadjimiry, P.E., Utilities Director
THROUGH: Terrence R. Moore, ICMA-CM
DATE: May 5, 2026

APPROVAL OF RESOLUTION NO. 74-26 TO AWARD AN AGREEMENT WITH RANGELINE TAPPING SERVICES FOR PIPELINE WET TAPS, LINE STOPS, VALVE INSERTIONS ON AS NEEDED BASIS, PURSUANT TO INVITATION TO BID (ITB) NO. 2026-011, FOR A FIVE (5) YEAR TOTAL CONTRACT VALUE NOT TO EXCEED \$500,000.

Recommended Action:

Motion to approve Resolution No. 74-26, to award an agreement with Rangeline Tapping Services, for pipeline wet taps, line stops, valve insertions on an as needed basis, pursuant to Invitation to Bid (ITB) No. 2026-011, for a five (5) year total contract value not to exceed \$500,000.

Background:

On January 15, 2026, the Purchasing and Contract Administration Division (PCAD), in coordination with the Utilities Department (Utilities) advertised ITB No. 2026-011, for the purpose of solicitation is to seek a vendor to provide pipeline wet taps, line stops, valve insertions to Utilities water and sewer distribution system. On March 4, 2026, the City Rangeline Tapping Services was deemed lowest, most responsive, and responsible bidder. Based upon further due diligence conducted by PCAD, it was found the proposed bid to be fair and reasonable compared to similar in Palm Beach County. The bid award provides an initial three (3) year contract, with two (2) additional one year renewals valid through May 4, 2031.

Utilities performs maintenance and repair activities on water, wastewater, and reclaimed water pipelines throughout the service area. This contract will allow wet tapping, which will allow valve installations without disruption of water service, line stops, which serve as a temporary solution in an emergency situation to stop the flow of water, wastewater, or reclaimed water for repairs to be made, and insertion valves, which can be installed without disruption of service in areas where shutoff valves are needed.

The total accumulated contract value is as below:

Contract - ITB2026-011		
Initial Term - Year 3	May 5, 2026 - May 4, 2029	\$ 300,000
Year 4	May 5, 2029 - May 4, 2030	\$ 100,000
Year 5	May 5, 2030 - May 4, 2031	\$ 100,000
Total		\$ 500,000

This motion is in accordance with Code of Ordinances Section 36.02, Commission Approval Required.

Attachments:

1. Res. No. 74-26
2. Legal Review Checklist
3. ITB 2026-011 Agreement
4. Exhibit A Pricing
5. Solicitation No. ITB 2026-011
6. Submittal

City Attorney Review:

Approved as to form and legal sufficiency

Funding Source/Financial Impact:

Funding is available from the following:

441-36-283-536.34-90 Utilities Water Distribution - Other Contractual Services.

Timing of Request:

N/A