



## THE CITY OF KEY WEST

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### EXECUTIVE SUMMARY

**Date:** March 1, 2022

**To:** Patti McLauchlin, City Manager

**From:** Katie P. Halloran, Planning Director

**Subject:** Approval of the Selection Committee's Ranking of Submittals for RFQ #22-002, Sunset Celebration/Mallory Square Master Plan

#### **Action Statement:**

This resolution would approve the final scoring and ranking of the eight (8) submittals received in response to City of Key West RFQ #22-002, Sunset Celebration/Mallory Square Master Plan. This resolution would also authorize the City Manager to execute, subject to the review of the City Attorney, a contract between the City of Key West and the vendor known as "Sasaki".

#### **Background:**

The City of Key West held four public workshops and one tenant meeting, and released an online survey during Spring 2021 to discuss the challenges, assets, and future vision for Sunset Celebration at Mallory Square. A total of 289 community members participated. Comments were synthesized into a summary that was attached to this RFQ ("Sunset Celebration at Mallory Square: A Community Vision Plan, Presentation of Findings from Public Outreach"). These discussions focused on desired improvements to features such as lighting, signage, seating, shade, landscaping, and restrooms/cleanliness. The City also received suggestions for future programming and land uses for anticipated rezoning of these City-owned properties.

The RFQ was designed to solicit proposals for key professional services including landscape architecture, architecture and historic preservation, but also to include continued public outreach. Scoring criteria in the RFQ prioritized vendors able to demonstrate experience completing similar projects, qualified personnel, and landscape architecture design experience specific to South Florida and oceanfront sites. Scoring also incorporated depth of architectural design experience associated with historic sites and structures, and capacity to continue public participation efforts.

Required deliverables for this project include a master plan with conceptual renderings, a wayfinding and signage strategy, and construction drawings for restroom facilities, shade features, and renovations to allow the historic Waterfront Playhouse to open to Mallory Square. The City has been awarded two public facilities grants through the Tourist Development Council to fund restroom improvements and sunshades. The City intends to expedite these and other first phase components of the plan.



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The top ranked vendor for RFQ #22-002 is Sasaki, an interdisciplinary landscape architecture, planning and design firm based in Boston. Sasaki's team is comprised of Raymond Jungles, Inc (local landscape architecture), RJ Heisenbottle Architects (local architecture and historic preservation), Moffat & Nichol (local marine engineering), RSM Design (wayfinding and graphics), and Avirom & Associates, Inc. (local survey). The Selection Committee's average score for this vendor is 85 points.

The second ranked vendor is GAI Consultants, Inc./ Community Solutions Group (CSG), also an interdisciplinary firm that offers landscape architecture, economics and planning consulting services. The firm's Orlando office would be responsible for this project. Their team includes Keith Oropeza, PLA, ASLA (Project Manager), Bender & Associates Architects (architecture/historic preservation), Perez Engineering & Development Inc. (civil engineering), and Social Life Project (public outreach/placemaking). Specialty services include Cynthia's Blue Palms LLC, Ana Oropeza (Wayfinding), DJ Silverberg (Ecological Consulting), and Cynthia Domenech-Coogole (Horticulturalist). The Selection Committee's average score for this vendor is 77.5 points.

The Selection Committee met to score all eight (8) eligible vendor submittals and their full score sheet is attached together with the complete submittal packages from all eight vendors.

### **Financial:**

The City has not received an itemized cost sheet for professional services for this project, however, this resolution and vendor selection will authorize staff to negotiate a contract for the Sunset Celebration/Mallory Square Master Plan. Once negotiated, staff will return to the Commission with the financial and budgetary impacts for the project.

### **Strategic Plan (Key West Forward):**

Implementation of this master plan will advance two significant Strategic Plan components. Mallory Square enhancement is one of the top ranked major projects identified in the plan. Also, Priority 5 is cleanliness, and these renovations will notably improve the status of the square. Staff recommend the City and its commercial neighbors explore a Business Improvement District or similar mechanism to provide ongoing maintenance to reflect anticipated high volume use of this public space. In addition, the Sunset Celebration/Mallory Square Master Plan may provide recommendations to address the solid waste problems associated with multiple-users and an outdated collection area.

### **Recommendation:**

Staff recommends that the City Commission approve and accept the Selection Committee's ranking and selection of Sasaki as the top ranked vendor for RFQ #22-002, Sunset Celebration/Mallory Square Master Plan. This resolution would further establish this team as the City's vendor to develop a master plan and construction drawings for revitalization of Mallory Square. Approval of this resolution would also



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authorize the City Manager to execute a contract, subject to the review of the City Attorney, between the City of Key West and the vendor.