



## THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

# Executive Summary

### EXECUTIVE SUMMARY

**Date:** February 6, 2023

**To:** Patti McLaughlin, City Manager

**From:** Janet Muccino, Project Manager / Engineering Services

**CC:** Gary Volenec, Engineering Services Director  
Christine Bervaldi, Finance Director  
Kelly Crowe, Utilities Director

**Subject:** Approve a two-year extension to the Environmental Engineering Services Contracts with four firms originally approved under Resolution 20-039.

#### Action Statement

This resolution extends for two years, City of Key West Environmental Engineering Services Contracts RFQ 20-002, for Tetra Tech, Inc., Atkins North America, Inc. GHD Services, Inc. and Resource Environmental Solutions, LLC (RES) (formerly E Sciences, Inc.)

The four contracts were originally approved under Resolution 20-039 with the option of one two-year extension. This resolution authorizes the City Commission to execute a two-year contract extension.

#### Background

Four consulting firms were awarded three-year Environmental Engineering Services contracts by Resolution 20-039 in March 2020. The firms consist of:

- 1) Tetra Tech, Inc.
- 2) Atkins North America, Inc.
- 3) GHD Services, Inc.
- 4) Resource Environmental Solutions, LLC (RES) (formerly E Sciences, Inc.)

Current agreements for these firms expire March 2023.

#### Purpose and Justification

This resolution provides exercising a two-year, mutually agreed extension of the existing Environmental Engineering Services contracts for four consulting firms to continue providing services to the City. This extension is in accordance with Article 4 of the executed agreements.

*Key to the Caribbean – average yearly temperature 77 ° Fahrenheit.*

Current fee schedules for each firm and primary sub-consultants are within allowable increases. This resolution also provides for revising project team members if so requested by the respective firm.

### **Financial Issues**

Financial implications of this resolution are limited to an adjustment of hourly fee schedule rates by the engineering teams as allowed in Article 5.1.2.3 of the respective agreements.

There are no financial obligations with extending the contracts with each of the firms. The contracts are task order-based with established fees and require approval by the City Manager.

### **Recommendation**

Staff recommends extending for two years, the City of Key West Environmental Engineering Services Contracts for Tetra Tech, Inc., Atkins North America, Inc., GHD Services, Inc. and Resource Environmental Solutions, LLC (RES) (formerly E Sciences, Inc.) originally approved under Resolution 20-039 and authorize City Commission to execute the contract extensions.