

RESOLUTION NO. 11-261

A RESOLUTION OF THE NAVAL PROPERTIES LOCAL REDEVELOPMENT AUTHORITY OF THE CITY OF KEY WEST (LRA) APPROVING THE SHORT LISTING OF RESPONDENTS TO RFQ 11-004 FOR PROFESSIONAL LANDSCAPE ARCHITECTURAL/ENGINEERING/LAND SURVEYOR SERVICES FOR TRUMAN WATERFRONT UPLAND DESIGN AND CONSTRUCTION ADMINISTRATION; RANKING THE TOP THREE FIRMS BASED UPON QUALIFICATIONS; AUTHORIZING THE CITY MANAGER TO NEGOTIATE A CONTRACT WITH THE TOP RANKED FIRM AND EACH FIRM THEREAFTER UNTIL AN ACCEPTABLE CONTRACT IS BROUGHT BEFORE THE LRA; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City issued RFQ 11-004 regarding Landscape Architectural/Engineering/Land Surveyor Services for Truman Waterfront Upland Design and Construction Administration; and

WHEREAS, a committee comprised of City staff and members of the public, convened at a properly noticed meeting conducted consistent with the "Sunshine Law," on August 4<sup>th</sup>, 2011, and ranked the eleven respondents to the RFQ, and determined a short list of four eligible firms in order of their qualifications; and

WHEREAS, one of the top ranked firms requested to be removed from consideration, thereby reducing the top-ranked list to three firms; and

NOW, THEREFORE, BE IT RESOLVED BY THE NAVAL PROPERTIES  
LOCAL REDEVELOPMENT AUTHORITY, AS FOLLOWS:

Section 1: That the LRA accepts staff's short listing of  
firms from eleven to three.

Section 2: That the top three ranked firms based on  
qualifications as determined in order by the LRA are:

1. Bermello, Ajamil & Partners, Inc.
2. Atkins North America, Inc.
3. N/A

Section 3: That City staff is authorized to negotiate  
a contract starting with the topped ranked firm, and each firm  
thereafter if necessary, until an acceptable agreement is  
reached. The City Manager is directed to bring the contract  
before the LRA for final approval.

Section 4: That this Resolution shall go into effect  
immediately upon its passage and adoption and authentication  
by the signature of the presiding officer and the Clerk of  
the Authority.

Passed and adopted by the Naval Properties Local  
Redevelopment Authority at a meeting held this 19 day of  
September, 2011.

Authenticated by the presiding officer and Clerk of the  
Authority on September 20, 2011.

Filed with the Clerk September 20, 2011.

  
CRAIG CATES, CHAIRMAN

ATTEST:

  
CHERYL SMITH, CITY CLERK



## THE CITY OF KEY WEST

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**TO:** Jim Scholl, City Manager

**FROM:** Doug Bradshaw, Senior Project Manager

**CC:** David Fernandez, Asst. City Manager  
Mark Finigan, Asst. City Manager

**DATE:** September 13, 2011

**SUBJECT:** Ranking of short-listed firms submitting responses to Request for Qualifications (RFQ) No. 11-004

### ACTION STATEMENT:

Ranking of short-listed firms submitting responses to RFQ No. 11-004—Professional Landscape Architectural/ Engineering/Architectural/Land Surveyor Services for Truman Waterfront Upland Design and Construction Administration and authorizing City Manager to negotiate and pursuant to legal review and approval enter into a contract.

### BACKGROUND:

The City issued RFQ No. 11-004 —Professional Landscape Architectural/ Engineering/Architectural/Land Surveyor Services for Truman Waterfront Upland Design and Construction Administration on May 8, 2011 and qualification packages were received on June 29, 2011. The City received the following eleven (11) responses to the RFQ:

- Keith and Schnars (KS)
- Sasaki Associates, Inc.
- Atkins North America, Inc.
- Michael Van Valkenburgh Associates
- Curtis+Rogers Design Studio, Inc.
- VHB MillerSellen (VHB-MS)
- Parker, Mudgett, Smith Architects, Inc
- Truskowski, Inc Landscape Architects
- Bermello Ajamil & Partners, Inc (ba)
- Chen Moore and Associates
- IBI Group

At a meeting held on August 4, 2011 a committee of City Staff and members of the public met at a publicly advertised meeting in order to review and short list the 11 firms.

Using the Selection Criteria Matrix in the RFQ, the selection committee developed a short list consisting of the following firms in highest to lowest ranking order:

1. Bermello Ajamil & Partners, Inc (ba)
2. Michael Van Valkenburgh Associates (MVVA)
3. Atkins North America, Inc.(Atkins)
4. Parker, Mudgett, Smith Architects, Inc (PMSA)

References for the short listed firms were checked and all firms were highly recommended. The second ranked firm of MVVA notified the City and asked that their name be removed from consideration.

The remaining three (3) firms gave a 30-minute presentation to the Truman Waterfront Advisory Board (TWAB) at a meeting held on August 22, 2011. The TWAB ranked the three firms from highest to lowest in the following order:

1. Atkins North America, Inc.(Atkins)
2. Bermello Ajamil & Partners, Inc (ba)
3. Parker, Mudgett, Smith Architects, Inc (PMSA)

The last step in the process is for the Naval Properties Local Redevelopment Authority (LRA) to hear presentations from the three (3) firms and determine a final ranking and authorize the City Manager to negotiate and pursuant to legal review and approval enter into a contract..

### **OPTIONS:**

Based on the "Consultants' Competitive Negotiation Act." (Florida Statue 287.055), the LRA will rank the three (3) proposers and authorize the City Manager to negotiate a contract with the most qualified firm. If the City Manager is unable to negotiate a satisfactory contract with the firm considered to be the most qualified, the City Manager will terminate negotiations and then negotiate with the second most qualified firm and so on in order of preference if needed.

### **FINANCIAL ISSUES**

There are no financial obligations with ranking and entering into a contract with one of the firms. This will be a task order based contract with which a dollar amount will have to be approved along with the task order.

### **RECOMMENDATION**

It is recommended that the LRA hear the presentations at the September 19, 2011 Special LRA meeting and rank the firms based on Florida Statue 287.055.