



THE CITY OF KEY WEST

3140 Flagler Ave Key West, FL 33040 (305) 809-3792

EXECUTIVE SUMMARY

TO: Jim Scholl, City Manager

Cc: Greg Veliz, Asst. City Manager
Mark Finigan, Finance Director

FROM: Karen Olson, Deputy Port & Marine Services Director

DATE: October 18, 2016

SUBJECT: Approving the award for ITB #027-16 Water Testing

ACTION STATEMENT

Resolution approving the award for Invitation to Bid (ITB) #027-16 Water Testing to Flowers Chemical Laboratories, Inc. for the City Marina at Garrison Bight in the amount of \$10,175 and authorize the City Manager to execute the contract.

BACKGROUND

Key West Bight Marina is required as part of its submerged land lease to perform quarterly and annual water testing. The City Marina at Garrison Bight has mirrored this testing voluntarily for the past several years. Testing results have always been satisfactory at both marinas.

The testing results are reported to DEP so that the water quality of the marinas can be monitored. Any upward fluctuation in any parameter may indicate water quality is changing and additional investigation or sampling may be warranted.

PURPOSE & JUSTIFICATION

ITB #028-16 was advertised on August 29, 2016 seeking bids from qualified individuals or firms for water testing services.

Flowers Chemical Laboratories, Inc. was the sole respondent for the project. Staff has reviewed their submittal and found them responsive to the ITB. The following is a breakdown of their pricing per location:

\$ 9,850	Key West Bight Ferry Terminal
<u>\$19,700</u>	Key West Historic Seaport (Key West Bight Marina)
\$29,550	Sub-total
<u>\$10,175</u>	City Marina at Garrison Bight
\$39,725	Total Contract

MEMORANDUM

FINANCIAL IMPACT

Funds will be used from the Garrison Bight Other Contractual Services account #413-7551-575-3400.

RECOMMENDATION

Staff recommends approving the award for Invitation to Bid (ITB) #027-16 Water Testing to Flowers Chemical Laboratories, Inc. for the City Marina at Garrison Bight in the amount of \$10,175 and authorize the City Manager to execute the contract.