




## MEMORANDUM

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**Date:** April 18, 2023

**To:** Honorable Mayor and Commissioners

**Via:** Albert P. Childress   
City Manager

**From:** Gary Volenec,  
Interim Engineering Director

**Subject:** **Approve a two-year extension to the Construction, Engineering & Inspection Services Contracts (CEI) RFQ 20-003 with three firms originally approved under Resolution 20-057**

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### Introduction

The Engineering Department recommends extending for two years the City of Key West Construction, Engineering & Inspection Services (CEI) contracts to Stantec Inc., HDR Construction Control Corp., and RS&H, Inc. originally approved under Resolution 20-057.

### Background

This resolution extends for two years the City of Key West Construction, Engineering & Inspection Services Contracts RFQ 20-003. The three contracts were originally approved under Resolution 20-057 with the option of one two-year extension. This resolution authorizes the City Commission to execute a two-year contract extension.

Three consulting firms were awarded three-year CEI Services contracts by Resolution 20-057 on April 8, 2020. The firms consist of:

- Stantec, Inc. (formerly Cardno Inc.)
- RS&H, Inc.
- HDR Construction Control Corp

Current agreements for these firms expire May 1, 2023.

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

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

### **Procurement**

The financial implications of this resolution are limited to an adjustment of hourly fee schedule rates by the contracted firms 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**

The City Manager's Office recommends the Mayor and Commission approve the resolution authorizing the City Manager to enter into agreement extending for two years the City of Key West Construction, Engineering & Inspection Services Contracts to Stantec Inc., HDR Construction Control Corp. & RS&H, originally approved under Resolution 20-057.