



MEMORANDUM

Date: January 6, 2026

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

CC: Christina Bervaldi, Finance Director

From: Kendal Lyn Harden, Chief Assistant City Attorney and Lucas Torres-Bull
Procurement Manager

Subject: Approval of Scope of Work for Stantec Consulting Services Inc. – Water Quality Monitoring Program (File ID: 26-4192)

Introduction

Approve the resolution approving the Scope of Work and associated tasks to be performed by Stantec Consulting Services Inc. in support of the City's comprehensive water quality monitoring program.

Background

On October 9, 2025, the City Commission adopted Resolution No. 25-299, which awarded the Request for Proposals for water quality professional services to Stantec Consulting Services Inc. and authorized the City Manager to negotiate and enter into a contract on behalf of the City. Pursuant to that authorization, the City Manager has negotiated a professional services agreement with Stantec.

The purpose of this agenda item is not to award the contract, but to obtain City Commission approval of the Scope of Work and specific tasks to be performed under the contract as part of the

City's Water Quality Monitoring Program. Approval of the Scope of Work provides Commission oversight and establishes a clear framework for the work, deliverables, and coordination efforts to be implemented consistent with Chapter 80 of the City Code and the City's Water Quality Improvement Plan.

The proposed Scope of Work establishes a comprehensive and phased approach to water quality monitoring and improvement and includes the following major components:

- Resumption of water quality monitoring in Key West Harbor using methodologies consistent with prior data collection efforts;
- Review, validation, and analysis of existing water quality data across all identified Geographic Areas of Concern (GOCs);
- Identification of pollutants of concern, sources, trends, and regulatory exceedances;
- Development of feasible and cost-conscious pollutant mitigation strategies;
- Design of comprehensive water quality and beach monitoring programs, including multiple monitoring scenarios; and
- Analysis of beach water quality trends and development of public-facing communication tools.

The Scope of Work provides for coordination with applicable regulatory agencies, including the U.S. Environmental Protection Agency, Florida Department of Environmental Protection, and Florida Department of Health, as well as periodic presentations to the City Commission.

Approval of this item formalizes the tasks and deliverables to be performed under the contract.

Procurement

Approval of the Scope of Work does not authorize expenditures beyond amounts previously approved by the City Commission. Implementation of individual tasks will occur within existing budgetary authority, and any additional funding requirements will be brought forward for Commission consideration as appropriate.

Recommendation

Approval of the proposed scope of work will provide clarity and accountability for the work to be performed by Stantec under the previously authorized contract and ensure alignment with Chapter 80 of the City Code, regulatory requirements, and City Commission priorities.