



## THE CITY OF KEY WEST

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

EXECUTIVE SUMMARY

**TO:** Jim Scholl, City Manager

**Cc:** Greg Veliz, Asst. City Manager – Operations  
Sarah Spurlock, Asst. City Manager - Administration  
Mark Finigan, Finance Director

**FROM:** David Hawthorne, Marina Manager

**DATE:** December 4, 2015

**SUBJECT:** Mooring Field Inspection/Replacement – Three Year Contract Agreement

**ACTION STATEMENT:**

Resolution approving the low bidder, Seamar Divers, LLC, for the Key West Mooring Field Inspection/Replacement and authorizing the City Manager to execute a three (3) year contract, subject to City Attorney review, in the amount of \$13,722.90 per year.

**BACKGROUND:**

Key West Mooring Field is comprised of 149 mooring ground tackle rigs that are in place for customers who have the desire to moor their vessels without utilizing conventional anchoring. The mooring field caters to locals and visitors alike and provides a safe and environmentally conscience way to use near shore resources with least amount of impact on the environment. Mooring field inspections have been occurring within the mooring field since its inception, these inspections help keep the infrastructure in good working order and are vital in minimizing mooring field rig failure while in use. Typically the City Marina conducts two of these inspections annually.

**PURPOSE & JUSTIFICATION:**

ITB #001-16 Key West Mooring Field Inspection/Replacement was publicly advertised and proposals received by three vendors on November 25, 2015. The bids were to include pricing for bi-annual inspection of 149 mooring ground tackle rigs and replacement of complete rigging, with City supplied rigging, as needed.

All three vendors were deemed responsive to the Invitation to Bid providing all required documentation, submittal requirements and provided the following pricing:

Seamar Divers, LLC	\$13,722.90/yr (\$6,861.45 per inspection)
Underwater Mechanics Services, LLC	\$13,857.00/yr (\$6,928.50 per inspection)
Earthtech Enterprises, Inc.	\$27,800.00/yr (\$13,900 per inspection)

*Key to the Caribbean – Average yearly temperature 77° F.*

Staff found a discrepancy in Seamar Divers, LLC bid where the unit price did not calculate to the inspection price. Seamar was contact by email for clarification on their inspection price and confirmed \$6,861.45 to be the correct amount. This discrepancy was not a factor in determining low bidder.

Seamar Divers, LLC has, in the past, been awarded contracts for mooring field inspection providing great service that reflects on a low failure rate of equipment in Key West Mooring Field.

**OPTIONS:**

Option#1– Approve the low bidder, Seamar Divers, LLC, for the Key West Mooring Field Inspection/Replacement and authorizing the City Manager to execute a three (3) year contract in the amount of \$13,722.90/year.

Option #2 – Reject all proposals

**FINANCIAL IMPACT:**

The City Marina budgeted for this project in account 413-7554-575-3400 Mooring Field Inspections. Upon approval, a purchase order will be issued to Seamar Divers, LLC, in the amount of \$13,673.70. With subsequent purchase orders issued in the amount of \$13,722.90/yr for the contract duration.

**RECOMMENDATION:**

Staff recommends approving the low bidder, Seamar Divers, LLC, for the Key West Mooring Field Inspection/Replacement and authorizing the City Manager to execute a three (3) year contract in the amount of \$13,722.90/year.