




MEMORANDUM

Date: November 9, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress
City Manager 

From: Karen Olson
Deputy Director Port & Marine Services

Subject: Environmental Permitting Task Order Approval

Introduction

Resolution approving an Environmental Permitting Task Order to Tetra Tech, Inc. for Charter Boat Row Seawall replacement in the amount of \$160,952.

Background

Charter Boat Row (Bonita, Bonefish and Amberjack Piers) at City Marina is home to 37 vessels leasing commercial wet slips. The concrete seawall was built over 50 years ago and is showing signs of structural damage from age and the harsh environment. Tetra Tech performed a structural assessment in late 2020 outlining all deficiencies, concluding that the seawall is reaching the end of its useful life, and recommending scheduling for replacement within the next 5 years.

Tetra Tech, Inc. has expertise in Coastal Engineering including seawall permitting and design. The proposed task order will include Topographic & Bathymetric Survey, Preliminary Plans and Utility Coordination, Structural Engineering for Permitting including 60% permit drawings, Scientific Diving and Benthic Assessment, and Environmental Permit preparation and processing.

The City of Key West advertised RFQ #20-002 for Environmental Engineering Services with Tetra Tech, Inc. as one of four firms awarded a three-year contract under Resolution #20-039 and extended through Resolution #23-058.

Procurement

The Environmental Permitting Task Order is budgeted in account #413-7551-575-6300 (GB75511701). Upon approval, a purchase order will be issued to Tetra Tech, Inc. in the amount of \$160,952.

Recommendation

The City Manager's Office recommends the Mayor and Commission approve the Environmental Permitting Task Order to Tetra Tech, Inc. for Charter Boat Row Seawall replacement in the amount of \$160,952.