



THE CITY OF KEY WEST

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EXECUTIVE SUMMARY

Date: January 17, 2023

To: Patti McLauchlin, City Manager

CC: Gary Volenec, Interim Engineering Director

From: Ian McDowell, Associate Engineer

Subject: Approving ranking of firms submitting responses to Request for Qualifications (RFQ) No. 22-006: General Engineering Services

Action Statement

Approve staff ranking of firms submitting responses to RFQ 22-006: General Engineering Services and authorize City Manager to negotiate and, pursuant to legal review, enter contracts with selected engineering firms.

Background

The City of Key West (City) requires the services of qualified firms to provide a range of Engineering Services, including but not limited to planning, design, permitting assistance, bid and proposal development, and services during construction. The City issued RFQ No. 22-006: General Engineering Services on October 26, 2022. Qualification packages were opened on December 7, 2022. The City received 20 responses to the RFQ from the following. Upon review of received qualifications, all firms were considered responsive and responsible.

On December 21, 2022, a selection committee of City Staff held a publicly advertised meeting to present qualification ranking of the twenty firms submitting qualifications in response to the RFQ. Selection committee qualification rankings are attached for review.

Using the Selection Criteria Matrix in the RFQ, the selection committee developed a list of the following firms in highest to lowest ranking order as shown below.

Rank	Score	Consultant	Rank	Score	Consultant
1	91.0	Jacobs Engineering Group Inc.	11	82.7	Cummins - Cederberg
2	89.8	Tetra Tech	12	82.0	EAC Consulting Inc
3	88.7	Perez Engineering & Development, Inc	13	80.0	WSP
4	87.2	Stantec	14	79.8	CPH, LLC
5	86.5	Artibus Design	15	77.2	CW3 Engineering
6	84.8	KCI Technologies	16	76.5	HAHN Engineering Inc
7	84.8	BCC Engineering	17	75.3	GRAEF
8	84.3	Black & Vetch Corp	18	75.0	SGM Engineering
9	84.0	Calvin, Giordano & Associates	19	69.5	TLC Engineering Solutions
10	82.7	GHD	20	67.8	Florida Technical Consultants, LLC

Purpose and Justification

The City typically contracts with multiple firms, and this grouping will be able to address the varied scope and workload for multiple departments within the City. Initially, six firms were to be selected, but KCI Technologies and BCC Engineering Group shared the same score. These seven recommended firms all scored 85% (rounded) and can provide the City with the necessary diversity in service area specialty, size/capacity and local presence to address anticipated needs with future projects.

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| 1. Jacobs Engineering Group, Inc. | 5. Artibus |
| 2. Tetra Tech | 6. KCI Technologies |
| 3. Perez Engineering & Development, Inc. | 7. BCC Engineering Group |
| 4. Stantec | |

The term of contracts shall be for a period of three (3) years with the option of one (1) two (2) year renewal.

This resolution supports Key West Forward Strategic Plan Adaptation goal 2.5 *Critical Infrastructure Projects*, Roads and Sidewalks goal 1.8 *Develop Shovel Ready Projects*, Environmental Protection goal 2.8 *Electric Charging Stations*, Environmental Protection goal 3.1 *Sediment Separators on Outfalls*, Environmental Protection goal 3.6 *Evaluate Wastewater and Sewer Systems for Repair*, Traffic & Pedestrians Friendliness goal 1.7 *Sidewalk Repair*.

Financial

There are no financial obligations with ranking and entering into contracts with each of the listed firms. Project assignments will be task order based with a respective fee approved for each task order per City Ordinance.

Recommendation

The selection committee recommends the City Commission review the staff ranking and evaluation of the firms and authorize City Manager to negotiate and, pursuant to legal review, enter into contracts with the seven firms.