

RESOLUTION NO. 19-150

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, APPROVING THE COMMITTEE RANKING OF FIRMS SUBMITTING RESPONSES TO REQUEST FOR QUALIFICATIONS (RFQ) NO. 19-001: ARCHITECTURAL SERVICES FOR FREDERICK DOUGLASS GYM EXPANSION; AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE A CONTRACT WITH THE FIRST-RANKED FIRM, K2M DESIGN, INC., UPON CONSENT OF THE CITY ATTORNEY; AUTHORIZING ANY NECESSARY BUDGET TRANSFERS/AMENDMENTS; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, in Resolution 18-038, the CRA approved the Bahama Village Community Redevelopment Subarea Visioning and Capital Projects Work Plan prepared by Zyscovich, Inc. The redesign and expansion of the Frederick Douglass Gymnasium was part of this Visioning Plan; and

WHEREAS, on January 28, 2019, the City issued a Request for Qualifications for firms capable of providing architectural services for Frederick Douglass Gym Expansion; and

WHEREAS, the City Clerk opened three qualification packages on March 6, 2019; and

WHEREAS, an evaluation committee comprised of City staff, convened at a properly noticed meeting conducted consistent with the "Sunshine Law," on April 8, 2019, and ranked the respondents in order of their qualifications, and recommends selection of the highest-ranked firm, K2M Design; and

WHEREAS, on May 2, 2019, the Bahama Village Redevelopment Advisory Committee reviewed the ranking; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AS FOLLOWS:

Section 1: That the top three responses to RFQ No. 19-001 for Architectural Services: Frederick Douglass Gymnasium Expansion are hereby ranked and approved by the City Commission as follows:

- (1) K2M Design, Inc.
- (2) William P. Horn Architect, PA
- (3) Hayes Cumming Architects, PA

Section 2: That the City Manager is authorized to negotiate and execute a contract with the first-ranked firm, K2M Design, Inc., and if the City is unable to negotiate a satisfactory contract, negotiations with that firm will be formally terminated and negotiations undertaken with the second-ranked firm, until an acceptable agreement for Tasks 1 through 4 described in the RFQ is reached.

Section 3: That this project will be funded through Budget Account 6015-502-555-6200 Project BV55021701; CRA Fund 601 Capital Improvements.

Section 4: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by the signature of the Presiding Officer and the Clerk of the Commission.

Passed and adopted by the City Commission at a meeting held this 21st day of May, 2019.


Authenticated by the Presiding Officer and Clerk of the Commission on 22nd day of May, 2019.

Filed with the Clerk on May 22, 2019.

Mayor Teri Johnston	<u>Yes</u>
Vice Mayor Sam Kaufman	<u>Yes</u>
Commissioner Gregory Davila	<u>Yes</u>
Commissioner Mary Lou Hoover	<u>Yes</u>
Commissioner Clayton Lopez	<u>Yes</u>
Commissioner Billy Wardlow	<u>Absent</u>
Commissioner Jimmy Weekley	<u>Yes</u>

  
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TERI JOHNSTON, MAYOR

ATTEST:

  
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CHERYL SMITH, CITY CLERK



## THE CITY OF KEY WEST

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### EXECUTIVE SUMMARY

**Date:** May 10, 2019

**To:** Jim Scholl, City Manager

**From:** L. Kreed Howell, Engineering  
Steve McAlearney, Engineering  
Albi Balliu, Engineering  
Angela Budde, Planning  
Amanda Willett-Ramirez, Legal  
Annette Mobley, BVRAC

**Subject:** Approving ranking of firms submitting responses to Request for Qualifications (RFQ) No. 19-001: Architectural Services to the Frederick Douglass Gym Expansion

#### Action Statement

Approve evaluation panel ranking of firms submitting responses to RFQ 19-001: Architectural Services to the Frederick Douglass Gym Expansion and authorize City Manager to negotiate and, pursuant to legal review, enter into contract with K2M Design, Inc. Authorize any necessary budget transfers/amendments.

#### Background

At its meeting on August 10, 2017, the Bahama Village Redevelopment Advisory Committee (BVRAC) by Resolution 18-038, recommended to the CRA the approval of the Bahama Village Community Redevelopment Subarea Visioning and Capital Projects Work Plan prepared by Zyscovich, Inc. The redesign and construction of an expansion to the Frederick Douglass Gymnasium is recommended as part of this Visioning Plan. The City Commission, sitting as the CRA, approved the recommendation via Resolution 18-038.

In January 2019, Engineering Services advertised Request for Qualifications 19-001, Frederick Douglass Gym Expansion Renovations. To expediate design and ultimate construction of the facility, the City requires the services of a qualified firm to provide architectural design services. Anticipated services include:

#### **Task 1: Pre-Design Services**

Kick-Off Meeting(s)