

RESOLUTION NO. 11-051

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, EXERCISING THE TWO-YEAR RENEWAL OPTION CONTAINED IN THE CONTRACT FOR GENERAL ENVIRONMENTAL CONSULTING SERVICES WITH PBS&J, ORIGINALLY APPROVED IN RESOLUTION NO. 08-061; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, in Resolution No. 08-061, the City Commission approved a three-year contract with a two-year renewal option with PBS&J for general environmental consulting services; and

WHEREAS, the City Commission, having considered staff recommendations, has chosen to renew the contract, for the two year extension period.

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

Section 1: That the contract is hereby extended for two years, pursuant to the contract documents approved in Resolution No. 08-061;

Section 2: 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 15 day of February, 2011.

Authenticated by the presiding officer and Clerk of the Commission on February 16, 2011.

Filed with the Clerk February 16, 2011.



CRAIG CATES, MAYOR

ATTEST:



CHERYL SMITH, CITY CLERK



THE CITY OF KEY WEST

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EXECUTIVE SUMMARY

TO: Jim Scholl, City Manager
E. David Fernandez, Asst. City Manager – Operations
Mark Finigan, Asst. City Manager - Administration

FROM: Doug Bradshaw, Senior Project Manager

DATE: January 31, 2011

RE: **Approval of a 2-Year Extension to the City's Contract for General Environmental Consulting Services with PBS&J**

ACTION STATEMENT:

This resolution will approve a 2-Year Extension as stipulated within the City's contract with PBS&J to provide general environmental consulting services.

BACKGROUND:

The City has need of engineering firms of many different disciplines including design, permitting, environmental and construction. These firms help staff prepare numerous types of projects including stormwater, underground utilities, sewer facilities, construction management and inspection, environmental and informational studies, etc.

As part of these multiple phase projects, environmental issues arise because of permitting, previous environmental contamination on a site, requests by the Florida Department of Environmental Protection, South Florida Water Management District, Army Corps of Engineers, etc.

In 2007, the City issued a request for qualifications for general environmental consulting services. Staff ranked the submittals at a publicly-advertised meeting, and the City Commission approved staff's ranking of the top three firms at its November 2007 meeting (Resolution 07-4066). Contracts were then negotiated with these firms for a three-year term with one additional two-year option to extend the contract. The City Commission approved its contract with PBS&J on February 20, 2008 (Resolution 08-061).

PURPOSE AND JUSTIFICATION

The City has been satisfied with the services it has received from PBS&J. They are very accessible and responsive to staff. The firm has successfully completed several task orders from the City, including Phase I assessment for City Hall Demolition and Trumbo Road property.

Key to the Caribbean - Average yearly temperature 77° F.

City Staff has analyzed the consultant hourly wages established in this contract, and finds them to be acceptable. PBS&J has agreed to roll their rates back to the original 2008 rates and hold the rates steady during the two (2) year extension.

OPTIONS / ADVANTAGES / DISADVANTAGES:

1. The City Commission can approve this 2-year contract extension with PBS&J. Retaining PBS&J under contract will allow City Staff to utilize the expertise of the firm as environmental issues arise within the City. It will also allow the City to continue the use of a contract whose terms are acceptable to Staff.
2. The City can go out for RFQ for environmental consulting services. This option is not recommended due to Staff's satisfaction with the terms of the existing contract. The City would issue a new RFQ in two years once this 2-year extension expires.
3. The City Commission can decline extending the contract with PBS&J. This option is not recommended by staff. Utilizing consulting contracts with various firms has been one of the key ingredients in the City's ability to manage projects simultaneously, and benefit from a level of expertise that is not available within City staff. The City is satisfied with the performance and responsiveness of PBS&J.

FINANCIAL IMPACT:

There is no direct cost related to extending this contract. However, the cost of services for any particular project will be established through a task order. As per the City's purchasing code, any task order exceeding \$20,000 will be brought to the City Commission for approval.

RECOMMENDATION:

Staff recommends that the City Commission select option 1, the approval of a 2-year contract extension with PBS&J.



an Atkins company

January 31, 2011

Doug Bradshaw
201 William St., 2nd Floor
Key West, FL 33040

**Re: PBS&J Agreement Extension Request
Resolution No. 08-061**

Mr. Bradshaw:

The City of Key West (City) previously selected PBS&J in February 2008 as an approved contractor to furnish general environmental services to the City. Per Article 6.1 (A), the duration of the Agreement (Resolution No. 08-061) would be for three years from the date it was entered into, with an additional two-year extension option to be approved by Resolution of the City Commission.

For the past three years PBS&J has appreciated the opportunity to be available to the City to provide professional services. PBS&J would like to continue this relationship with the City and therefore is requesting the City Commission consider approving a Resolution to extend the Agreement.

In support of this Agreement extension request, attached is a rate sheet with labor categories and hourly rates. Please note, understanding the budgetary concerns of the City, PBS&J has rolled back the rates to the original 2008 levels.

Thank you in advance for your consideration of this extension request. If you have any questions or need additional assistance, please do not hesitate to contact me at (305) 514-3387.

Sincerely,

A handwritten signature in black ink, appearing to read 'Adam R. Gelber'.

Adam R. Gelber
Group Manager
PBS&J

PBSJ Billing Rates by Grade Level (2011/12)

General Consulting Services
(Rates Rolled back to 2008)

Position Title	Labor Rate
Technical Professional I: Scientist I, Engineer I, Tech Coordinator I, Estimator/Scheduler I, GIS Analyst I, Sr Designer I, Property Acquisition Agent I	\$55.00
Technical Professional II: Scientist II, Engineer II, Tech Coordinator II, Estimator/Scheduler II, GIS Analyst II, Sr Designer II, Property Acquisition Agent II	\$75.00
Sr Technical Professional I: Scientist I, Engineer I, Tech Coordinator I, Estimator/Scheduler I, GIS Analyst I, Sr Designer I, Property Acquisition Agent I	\$90.00
Sr Technical Professional II: Scientist II, Engineer II, Project Manager, Estimator/Scheduler II, GIS Analyst II, Sr Designer II, Property Acquisition Agent II	\$110.00
Sr Technical Professional III: Scientist III, Engineer III, Sr. Project Manager, Program Manager, Resident Engineer, GIS Analyst III, Sr Designer III	\$125.00
Sr Technical Professional IV: Scientist IV, Engineer IV, Sr Program Manager, Division Manager, Project Director	\$150.00
Sr Technical Professional V: Scientist V, Engineer V	\$175.00
Principal Technical Professional, Sr. Division Manager	\$200.00

PBS&J has an extensive list of titles. The term "Technical Professional" refers to the Architects, Engineers, Landscape Architects, Planners, Scientists, Surveyors, et that are maintained on staff.

