



THE CITY OF KEY WEST

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

TO: Jim Scholl, City Manager

FROM: Birchard Ohlinger, Engineering

CC: E. David Fernandez, Assistant City Manager
Doug Bradshaw, Senior Project Manager

DATE: 5 July 2001

SUBJECT: **Approval of Staff Ranking and authorization for the City Manager to negotiate and enter into a contract for the design, permitting and construction oversight for the Tarpon Pier Replacement Project.**

ACTION STATEMENT:

This resolution will approve the top 3 rankings of the firms that submitted proposals to design the Replacement of Tarpon Pier. Staff will contact the first firm on the list, review the scope of work and negotiate a design fee. If staff determines that this fee is fair, competitive and within budget staff will forward recommending award of a contract to the City Manager to execute. Award is subject to the availability of funds.

BACKGROUND:

A Request for Qualification (RFQ) for the design of the replacement of the 400 foot long Tarpon Pier was advertised on 10 April, 2011. The repairs required by this contract are to replace the existing fixed pier with a floating pier system. Replacement of utility systems and environmental permitting are a part of this project. A mandatory site visit by Architectural/Engineering firms interested in the project was held on 17 April. On the 18th of May, 2011 six firms submitted Statements of Qualifications and are listed on attachment 1.

PURPOSE & JUSTIFICATION:

This is a contract for Professional Services and per City Ordinance Sec 2-841 we are directed to follow the procedures outlined in the "Consultants Competitive Negotiation Act" FS 287.055 for this acquisition.

MEMORANDUM

On 9 June 2011 at 10am a staff ranking committee met at an advertised public meeting in the Habana Plaza Conference Room and established the ranking shown on attachment 2.

The top three firms in order of ranking are.

- #1. Hans Wilson and Assoc.
1938 Hill Avenue
Fort Myers, FL 33901
- #2 Sea Diverified Inc
310 North Swinton Avenue
Delray Beach, FL 33444
- #3 Atkins North America Inc,
3230 West Commercial Boulevard, Suite 100
Ft. Lauderdale, Fl. 33309

City Staff is requesting City Commission approval of the ranking and authorization for City Manager and his staff to negotiate and enter into a contract with the highest rank firm. If negotiations fail to result in a contract, negotiations with the other firms in order of rank shall commence until a satisfactory contract is reached. A draft contract is attachment 3.

OPTIONS:

1. City Commission approves the staff scoring and ranking for the Replacement of Tarpon Pier at City Marina; authorizes the City Manager to negotiate and enter into a contract with the highest ranked engineering firm at a fair, competitive and reasonable cost and execute all required documents. If negotiations are not successful with the highest ranked firm, continue to the next ranked firm until negotiations are successful.
2. City Commission could elect not to approve staff score and rank of the proposals and provide an alternate ranking and authorize City Manager to negotiate and enter into a contract with the City Commission highest rank firm.
3. City Commission could elect to reject all proposals. The existing pier will remain and repairs undertaken as failures occur. Closure of the pier is possible under this option as the existing pier is badly deteriorated.

FINANCIAL IMPACT:

This project will be funded through the City Marina Infrastructure Fund 413-7551-5756-300. City Marina has \$800,000 dollars budgeted for this project

RECOMMENDATION:

City Staff recommends the City Commission select Option 1; to approve the ranking of firms to perform design, permitting and construction oversight of the Replacement of Tarpon Pier and to authorize the City Manager to negotiate and enter into a contract upon completion of successful negotiations.

INTEROFFICE MEMORANDUM

To: Birch Ohlinger, Engineering

CC: Doug Bradshaw, Senior Project Manager
Sue Snider, Purchasing

From: Cheri Smith, City Clerk

Date: May 18, 2011

Subject: **DESIGN OF TARPON PIER REPLACEMENT FOR CITY MARINA AT GARRISON BIGHT; RFQ 11-002**

Attached for your review are copies of the RFQ documents opened Wednesday, May 18, 2011 at 3:00 p.m. in response to the above referenced project.

1. Atkins North America, Inc.
3230 West Commercial Boulevard, Suite 100
Ft. Lauderdale, FL 33309
2. Applied Technology & Management, Inc.
360 Concord Street, #300
Charleston, SC 29401
3. Corzo, Castella, Carballo, Thompson, Salman, P.A.
C3TS – Architects, Engineers, Planners, Public Relations
901 Ponce de Leon Boulevard, Suite 900
Coral Gables, FL 33134
4. Sea Diversified, Inc.
310 North Swinton Avenue
Delray Beach, FL 33444
5. Taylor Engineering, Inc.
1675 Palm Beach Lakes Boulevard, Suite 210
West Palm Beach, FL 33401
6. Hans Wilson & Associates, Inc.
Marine & Environmental Consultants
1938 Hill Avenue
Fort Myers, FL 33901

Tarpon Pier Replacement for City Marina
RFQ 11-002

Ranking Committee Meeting Date: 06/09/11
Time: 10:00 AM
Location: Habana Plaza Conf. Rm.

Ranking Criteria	Points Allowed		Atkins North America		Applied Technology		C3TS		SEA Diversified		Taylor Engineering		HANS Wilson and Assoc						
	Staff	Staff	Staff	Staff	Staff	Staff	Staff	Staff	Staff	Staff	Staff	Staff	Staff	Staff					
Past Performance	45	40	23	45	40	45	22	45	40	42	25	45	40	45	25	45	40		
Approach & Understanding	30	25	30	30	30	25	24	30	30	30	15	30	25	28	29	30	25		
Experience of Key P	15	10	7	15	15	10	9	15	10	8	15	10	8	15	12	9	15	10	
	0																		
	0																		
	0																		
	0																		
	0																		
References	10	7.5	7.5	7.5	7.5	6	6	6	6	6	9	9	9	9	9	9	9	9	
Total Score (Individual)	100	82.5	67.5	97.5	92.5	86	61	96	86	88	91	57	99	94	77	92.5	70.5	97.5	82.5
Total Score (group)			340		329		325		341		316		343						
Total Possible Score			400		400		400		400		400		400						
%			85%		82%		81%		85%		79%		86%						
			Atkins North America		Applied Technology		C3TS		SEA Diversified		Taylor Engineering		HANS Wilson and Assoc						

Ranking 3
Staff Ranking Committee Members: David Hawthorne
John Paul Castro
Elizabeth Ignatfo
Birchard Ohlinger

6 2 5 4 1