




THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3867

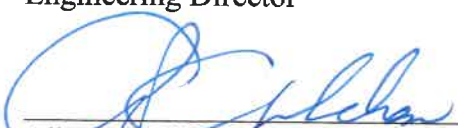
**General Architectural Services Agreement**  
**Addition of Subconsultant**

Bender and Associates Architects, PA, was one of six firms selected under Resolution 22-236 for the General Architectural Services contract by the City Commission at the October 19, 2022 meeting. In accordance with Section 7.6. **Sub Consultants** of the Contract Agreement, Bender and Associates Architects, PA, has requested that the firm Spottswood, Spottswood, Spottswood & Sterling, PLLC be added to the list of sub consultants that they can use on projects for the City. Additionally, they previously requested the inclusion of Bauhaus Engineering for Mechanical & Electrical Engineering services, and Biltmore Construction to provide Cost Estimating support on Task Order work for the City.

Upon review of the submitted billing rates for these three firms, which the City Ports & Marine, Engineering and Financial Department staff find fair and reasonable, the recommendation is made to allow Spottswood, Spottswood, Spottswood & Sterling, PLLC, Bauhaus Engineering, and Biltmore Construction to be added to the subconsultant list, and request that their Contract Agreement, dated December 7, 2022, be amended as such. In accordance with the Contract Agreement, this requested change requires written approval from the Contract Administrator.

  
\_\_\_\_\_  
Gary J. Volenec, P.E., Engineering Director  
Engineering Director

3/7/2024  
Date

  
\_\_\_\_\_  
Albert P. Childress, MPA, MBA ICMA-CM, City Manager  
Contract Administrator

March 8, 2024  
Date

Reviewed for Legal Sufficiency  
RE 3/7/24  
Ronald J. Ramsingh, City Attorney

RESOLUTION NO. 22-236

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, APPROVING THE STAFF RANKING FOR GENERAL ARCHITECTURAL SERVICES IN RESPONSE TO RFQ NO. 22-010; AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER INTO CONTRACTS ON A TASK ORDER BASIS WITH THE SIX SELECTED ARCHITECTURAL FIRMS UPON CONSENT OF THE CITY ATTORNEY; PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the City issued a request for Qualifications for firms capable of providing general architectural services for the City of Key West, on July 27<sup>th</sup>, 2022, and opened the qualification packages on September 7<sup>th</sup>, 2022; and

WHEREAS, as multiple City departments manage simultaneous projects of diverse sizes and specialties, the City prefers to contract with multiple firms to address the workload; and

WHEREAS, a ranking committee composed of city staff reviewed the eight (8) responsive responses to the RFQ for General Architectural Services at a public meeting on October 6<sup>th</sup>, and developed a list of the six highest ranked firms, and recommends that the City engage each of the six highest-ranked firms on a Task Order basis.

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

Section 1: That the top six responses in response to RFQ No. 22-010, for general architectural services are hereby ranked by a staff ranking committee, and approved by the City Commission as follows:

- (1) Bender and Associates Architects, PA
- (2) William P. Horn Architect, P.A.
- (3) CPH, LLC
- (4) K2M Design, Inc.
- (5) PFB Architects
- (6) West Architecture + Design, LLC

Section 2: That the City Manager is hereby authorized to negotiate and execute contracts on a task-order basis with each of the six top-ranked companies, upon advice and consent of the City Attorney.

Section 3: 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 19th day of October, 2022.

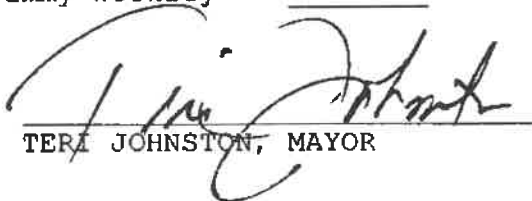
Authenticated by the Presiding Officer and Clerk of the Commission on 20th day of October, 2022.

Filed with the Clerk on October 20, 2022.

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

ATTEST:

  
\_\_\_\_\_  
CHERYL SMITH, CITY CLERK

  
\_\_\_\_\_  
TERI JOHNSTON, MAYOR

**SPOTTSWOOD, SPOTTSWOOD, SPOTTSWOOD & STERLING, PLLC**

ATTORNEYS AND COUNSELORS AT LAW  
500 FLEMING STREET  
KEY WEST, FLORIDA 33040

JOHN M. SPOTTSWOOD, JR.  
ERICA HUGHES STERLING  
ROBERT A. SPOTTSWOOD, JR.  
RICHARD J. McCHESNEY  
ROBERT H. GEBBAIDE

Telephone | 305-294-9556  
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OF COUNSEL:

JOHN M. SPOTTSWOOD (1920 – 1975)  
ROBERT A. SPOTTSWOOD of Counsel

February 28, 2024

	RATE	*MULTIPLIER	CAPPED RATE
1 Legal Consultant	\$134.70	2.97	\$400
Planning Consultant	\$58.93	2.97	\$175

\*Multiplier:

Base = 1.0

Overhead/Fringe = 1.7

Subtotal= 2.7

Profit 10% =0.27

Total= 2.97



April 20, 2023

Steven McAlearny  
Port and Marine Services Director  
City of Key West  
Key West, FL 33040

**RE: Sub-Consultants List in General Architectural Services Agreement**

Dear Mr. McAlearny,

Please accept our request to add two sub consultants to the General Architectural Services Agreement between the City of Key West and Bender and Associates Architects, PA, dated December 4, 2022. The two sub consultants are listed below:

**Bauhaus Engineering** – Mechanical & Electrical Engineering  
**Biltmore Construction** – Cost Estimating

As requested, I have attached their listed hourly rates. If you have any questions or need any additional information please contact me at (305)296-1347.

Sincerely,

A handwritten signature in blue ink, appearing to read "Haven Burkee", written over a light blue horizontal line.

Haven Burkee  
Principal Architect

As General Architectural Services contract manager, I have no objections to the addition to the contract of the two listed subconsultants.

A handwritten signature in black ink, appearing to read "Gary Volenec", written over a black horizontal line.

Gary Volenec, P.E., Engineering Director



**BAUHAUS ENGINEERING Hourly Rates**

Principal:	\$200.00/hour
Project Engineer:	\$175.00/hour
CAD Technician:	\$ 85.00/hour



**BILTMORE CONSTRUCTION Hourly Rates**

Project Executive:	\$155.00/hour
Estimator:	\$115.00/hour
Preconstruction Project Administrator:	\$60.00/hour

**Bender & Associates Architects, P.A.**

410 Angela Street | Key West, Florida 33040 | 305-296-1347  
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Florida License AAC002022