

RESOLUTION NO. 23-344

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, APPROVING THE RANKING OF RESPONSES TO THE REQUEST FOR QUALIFICATIONS (RFQ) NO. 23-007 BY THE SELECTION COMMITTEE FOR THE FOGARTY AND 3RD PUMP ASSISTED INJECTION WELL; AUTHORIZING THE CITY MANAGER TO NEGOTIATE A CONTRACT WITH THE HIGHEST RANKED FIRM, JACOBS ENGINEERING GROUP, INC. UPON ADVICE AND CONSENT OF THE CITY ATTORNEY; AUTHORIZING ANY NECESSARY BUDGET ADJUSTMENTS OR TRANSFERS; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City issued a Request for Qualifications for firms capable of providing professional design services for stormwater utility infrastructure for the City of Key West; and

WHEREAS, the City Clerk opened two responses to the RFQ on November 1, 2023, all of which were deemed responsive and responsible; and

WHEREAS, the Fogarty and 3rd project will be substantially funded through a State of Florida Department of Economic Opportunity Community Development Block Grant-Mitigation Agreement approved in Resolution 22-211; and

WHEREAS, a Selection Committee, consisting of City staff evaluated and ranked the proposals at a public meeting on November 15, 2023; and

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

Section 1: That based upon the criteria set forth in RFQ No. 23-007, for Fogarty & 3rd St Pump Assisted Injection Well Stormwater Utility design services, the proposals are hereby ranked by the City Commission as follows:

- (1) Jacobs Engineering Group, Inc.
- (2) BCC Engineering, LLC.

Section 2: That the City Manager is authorized to negotiate a contract with Jacobs Engineering Group, Inc., as the highest-ranked respondent, upon advice and consent of the City Attorney.

Section 3: The project will be funded from stormwater fund Construction In Progress account 402-3802-538-6500 (Project ST38022201 Fogarty and 3rd Pump Assisted Injection Well).

Section 4: That the contract, including cost proposal, to complete the scope of work for FOGARTY & 3RD ST PUMP ASSISTED INJECTION WELL stormwater utility project, will be brought to the City Commission for final approval.

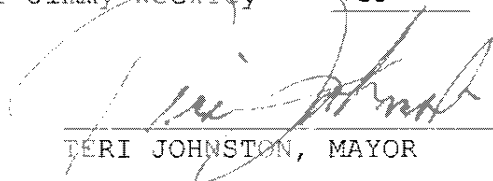
Section 5: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by the signature of the Presiding Officer and the Clerk of the Commission.

Passed and adopted by the City Commission at a meeting held this 14th day of December, 2023.

Authenticated by the Presiding Officer and Clerk of the Commission on 14th day of December, 2023.

Filed with the Clerk on December 14, 2023.

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


TERI JOHNSTON, MAYOR

ATTEST:


KERI O'BRIEN, CITY CLERK



MEMORANDUM

Date: December 14, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress *(APC)*
City Manager

From: Kelly M. Crowe, P.E.
Utilities Director

Subject: **Approval of Ranking Committee Scores for Statements of Qualifications Received for RFQ 23-007 Fogarty & 3rd St. Pump Assisted Injection Well**

Introduction

This resolution will approve the staff rankings for the statements of qualification submitted in response to RFQ 23-007 "Fogarty & 3rd St. Pump Assisted Stormwater Injection Well" and authorize the City Manager to negotiate a contract with the top ranked firm, Jacobs Engineering Group.

Background

The 3rd and Fogarty Pump Assisted Stormwater Injection Well project will install new drainage inlets, piping and a pump assisted injection well that will service the area between 2nd and 5th Streets and Fogarty and Seidenberg Streets. This project is located within one of five (5) prioritized sub-basins identified under Phase I of the 2020 Stormwater Master Plan (SWMP) update, and conceptually developed under Phase II of the SWMP *Alternatives Analysis*. The project is entering the design phase.

Utilities staff issued a Request for Qualifications (RFQ) on September 30, 2023, seeking design professionals to develop construction documents to implement for the project. Qualification statements were received November 1, 2023, from Jacobs, and BCC Engineering, and distributed to the staff ranking committee for evaluation. Staff evaluated each proposal by assigning a number score to each of 5 criteria, with all criteria totaling 100 points. Rankings were announced and tallied at an advertised public meeting on November 15, 2023, and are included in the attachments to this agenda item.

The average score out of 100 from all staff reviewers are as follows:

- Jacobs – 92.7
- BCC Engineering - 85.3

Both respondents were highly qualified and city staff recommends approving Jacobs Engineering Group (Jacobs) as the top ranked firm and authorizing the City Manager to negotiate a contract with Jacobs. Overall scope, budget and schedule of the design phase will be critical components of the negotiated contract.

Procurement

The project is budgeted in Account 402-3802-538-6500, Project# ST38022201. The City of Key West was awarded \$6,336,165.00 in CDBG-MIT (Community Development Block Grant– Mitigation) funding for both design and construction of the Fogarty & 3rd St. Pump Assisted Injection Well stormwater project bringing the total budget to \$7,543,065.00.

Upon successful negotiation of contract terms, scope, budget and schedule; city staff will bring the final contract to the City Commission for approval.

Recommendation

The City Manager's Office recommends the Mayor and Commission approve the staff ranking for the statements of qualification submitted in response to RFQ 23-007 "Fogarty & 3rd St. Pump Assisted Stormwater Injection Well" and authorize the City Manager to negotiate a contract with the top ranked firm, Jacobs Engineering Group Inc. upon consent of the City Attorney.

Congratulations!

You have been selected to participate as a Ranking committee member to evaluate Bidder responses to RFQ 23-007 Fogarty & 3rd St. Pump Assisted Stormwater Injection Well project.

In response to advertisement, qualifications packages were received November 1st from the following Firms:

- bcc Engineering
- Jacobs

To assist in your review, a copy of the advertised RFQ and both proposals have been placed here: (J:RFQ 23-007 Fogarty & 3rd). Please direct any questions you may have to Kelly Crowe or Sean McCoy in Utilities. A public meeting will be held November 15th, 2023 in the City Manager's Conference Room to present the Ranking Committee results. Please try to have your ranking complete by Monday November 13th.

The competitive selection process provided for this RFQ will focus on the qualifications and prior history of performance on similar projects of each prime firm and the members of the prime firm's proposed team, in accordance with the selection criteria set forth below.

bcc Engineering

SELECTION CRITERIA	POINTS ALLOWED	POINTS EARNED
Experience on Similar Projects	25	25
Approach and Understanding of Project	25	25
Experience in Florida Keys	20	17
Experience of Key Personnel	20	17
References	10	8
Sub-Total Points	100	92

Committee Member Steve Gardner

Signature



Congratulations!

You have been selected to participate as a Ranking committee member to evaluate Bidder responses to RFQ 23-007 Fogarty & 3rd St. Pump Assisted Stormwater Injection Well project.

In response to advertisement, qualifications packages were received November 1st from the following Firms:

- bcc Engineering
- Jacobs

To assist in your review, a copy of the advertised RFQ and both proposals have been placed here: (J:\RFQ 23-007 Fogarty & 3rd). Please direct any questions you may have to Kelly Crowe or Sean McCoy in Utilities. A public meeting will be held November 15th, 2023 in the City Manager's Conference Room to present the Ranking Committee results. Please try to have your ranking complete by Monday November 13th.

The competitive selection process provided for this RFQ will focus on the qualifications and prior history of performance on similar projects of each prime firm and the members of the prime firm's proposed team, in accordance with the selection criteria set forth below.

Jacobs

SELECTION CRITERIA	POINTS ALLOWED	POINTS EARNED
Experience on Similar Projects	25	25
Approach and Understanding of Project	25	25
Experience in Florida Keys	20	19
Experience of Key Personnel	20	19
References	10	8
Sub-Total Points	100	96

Committee Member Steve Gardner

Signature _____



Congratulations!

You have been selected to participate as a Ranking committee member to evaluate Bidder responses to RFQ 23-007 Fogarty & 3rd St. Pump Assisted Stormwater Injection Well project.

In response to advertisement, qualifications packages were received November 1st from the following Firms:

- bcc Engineering
- Jacobs

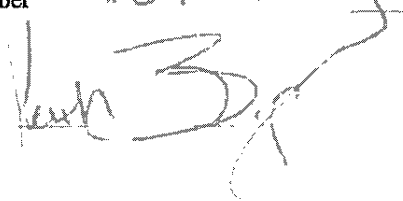
To assist in your review, a copy of the advertised RFQ and both proposals have been placed here: (J:\RFQ 23-007 Fogarty & 3rd). Please direct any questions you may have to Kelly Crowe or Sean McCoy in Utilities. A public meeting will be held November 15th, 2023 in the City Manager's Conference Room to present the Ranking Committee results. Please try to have your ranking complete by Monday November 13th.

The competitive selection process provided for this RFQ will focus on the qualifications and prior history of performance on similar projects of each prime firm and the members of the prime firm's proposed team, in accordance with the selection criteria set forth below.

SELECTION CRITERIA	POINTS ALLOWED	POINTS EARNED
Experience on Similar Projects	25	22
Approach and Understanding of Project	25	23
Experience in Florida Keys	20	19
Experience of Key Personnel	20	19
References	10	9
Sub-Total Points	100	92

Committee Member

Signature

Keith Brigg


Congratulations!

You have been selected to participate as a Ranking committee member to evaluate Bidder responses to RFQ 23-007 Fogarty & 3rd St. Pump Assisted Stormwater Injection Well project.

In response to advertisement, qualifications packages were received November 1st from the following Firms:

- Ice Engineering
- Jacobs

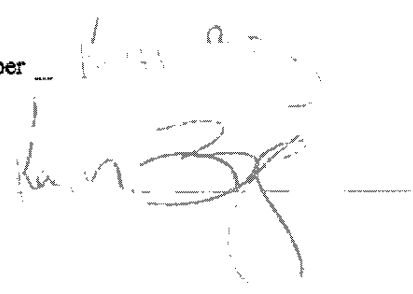
To assist in your review, a copy of the advertised RFQ and both proposals have been placed here: (J:RFQ 23-007 Fogarty & 3rd). Please direct any questions you may have to Kelly Crowe or Sean McCoy in Utilities. A public meeting will be held November 15th, 2023 in the City Manager's Conference Room to present the Ranking Committee results. Please try to have your ranking complete by Monday November 13th.

The competitive selection process provided for this RFQ will focus on the qualifications and prior history of performance on similar projects of each prime firm and the members of the prime firm's proposed team, in accordance with the selection criteria set forth below.

SELECTION CRITERIA	POINTS ALLOWED	POINTS EARNED
Experience on Similar Projects	25	19
Approach and Understanding of Project	25	24
Experience in Florida Keys	20	16
Experience of Key Personnel	20	17
References	10	10
Sub-Total Points	100	86

Committee Member _____

Signature _____



Congratulations!

You have been selected to participate as a Ranking committee member to evaluate Bidder responses to RFQ 23-007 Fogarty & 3rd St. Pump Assisted Stormwater Injection Well project.

In response to advertisement, qualifications packages were received November 1st from the following Firms:

- bcc Engineering
- Jacobs

To assist in your review, a copy of the advertised RFQ and both proposals have been placed here: (J:RFQ 23-007 Fogarty & 3rd). Please direct any questions you may have to Kelly Crowe or Sean McCoy in Utilities. A public meeting will be held November 15th, 2023 in the City Manager's Conference Room to present the Ranking Committee results. Please try to have your ranking complete by Monday November 13th.

The competitive selection process provided for this RFQ will focus on the qualifications and prior history of performance on similar projects of each prime firm and the members of the prime firm's proposed team, in accordance with the selection criteria set forth below.

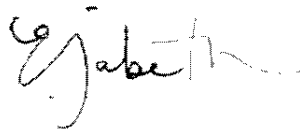
JACOBS ENGINEERING GROUP

SELECTION CRITERIA	POINTS ALLOWED	POINTS EARNED
Experience on Similar Projects	25	24
Approach and Understanding of Project	25	23
Experience in Florida Keys	20	19
Experience of Key Personnel	20	14
References	10	10
Sub-Total Points	100	90

Committee Member

ELIZABETH IGNOFFO

Signature



Congratulations!

You have been selected to participate as a Ranking committee member to evaluate Bidder responses to RFQ 23-007 Fogarty & 3rd St. Pump Assisted Stormwater Injection Well project.

In response to advertisement, qualifications packages were received November 1st from the following Firms:

- bcc Engineering
- Jacobs

To assist in your review, a copy of the advertised RFQ and both proposals have been placed here: (J:\RFQ 23-007 Fogarty & 3rd). Please direct any questions you may have to Kelly Crowe or Sean McCoy in Utilities. A public meeting will be held November 15th, 2023 in the City Manager's Conference Room to present the Ranking Committee results. Please try to have your ranking complete by Monday November 13th.

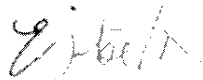
The competitive selection process provided for this RFQ will focus on the qualifications and prior history of performance on similar projects of each prime firm and the members of the prime firm's proposed team, in accordance with the selection criteria set forth below.

BCC ENGINEERING

SELECTION CRITERIA	POINTS ALLOWED	POINTS EARNED
Experience on Similar Projects	25	23
Approach and Understanding of Project	25	20
Experience in Florida Keys	20	12
Experience of Key Personnel	20	13
References	10	10
Sub-Total Points	100	78

Committee Member ELIZABETH IGNOFFO

Signature



RFQ 23-007 Fogarty & 3rd St Pump Assisted Stormwater Injection Well

Evaluation Proposal Ranking

Key West City Hall

Wednesday November 15, 2023

- | | |
|-----------------|--|
| CKW-Engineering | 1 Keith Bring / Project Manager |
| CKW-Utilities | 2 Elizabeth Ignoffo / Permits,Grants Coordinator |
| CKW-Utilities | 3 Steve Gardner / Project Manager |


Evaluation Panel Scoring

reviewer	POINTS ALLOWED	bcc Engineering			Jacobs		
		1	2	3	1	2	3
Experience on Similar Projects	25	19	23	25	22	24	25
Approach and Understanding of Project	25	24	20	25	23	23	25
Experience in Florida Keys	20	16	12	17	19	19	19
Experience of Key Personnel	20	17	13	17	19	14	19
References	10	10	10	8	9	10	8
	100	86	78	92	92	90	96

Proposer Average Proposal Points

85.3

92.7


 Sean McCoy, Moderator 11/15/23