



MEMORANDUM

Date: May 3, 2023

To: Community Redevelopment Agency

Via: Albert P. Childress
City Manager

From: Karen Olson
Deputy Director Port & Marine Services

Subject: Approving Staff Ranking of Firms for RFQ #23-002

Introduction

Resolution approving staff ranking of firms submitting responses to RFQ #23-002: Key West Bight Ferry Terminal Revitalization & Shoreline Stabilization/ Harborwalk Extension and authorize City Manager to negotiate and, pursuant to legal review, enter into a contract with the highest ranked firm Tetra Tech.

Background

The Key West Bight Ferry Terminal sees over 140,000 passengers per year and is a valuable revenue source for the City. The Ferry Terminal was completed in 2003 and needs significant upgrades to continue servicing the ferries and passengers that utilize the facility.

The project includes site upgrades, exterior building improvements, new elevator, sitework, seawall and pier repairs, shoreline stabilization and harborwalk extension. This project is partially funded by Coronavirus State and Local Fiscal Recovery Funds of the American Rescue Plan Act (ARPA) grant of 2021 from the U.S. Department of Treasury to be administered by the State of Florida Department of Transportation. This grant agreement was approved through Resolution #22-069.

The Key West Historic Seaport requires the services of a qualified firm(s) to provide a team to complete design services, environmental resource permitting and construction oversight for the revitalization of the Key West Bight Ferry Terminal. Staff issued RFQ #23-002: Key West Bight Ferry Terminal Revitalization & Shoreline Stabilization/ Harborwalk Extension in January 2023 and the qualification packages were opened on February 22, 2023. The City received two (2) responses to the Request for Qualifications (RFQ) from the following firms:

- Bermello Ajamil & Partners (92.6 pts)
- Tetra Tech (94 pts)

Based on review of received packages, both firms were considered responsive and responsible. On March 29, 2023, a selection committee of City Staff held a publicly advertised meeting to rank the two (2) firms submitting qualifications in response to the RFQ. Selection committee qualification ranking sheet is attached.

With successful negotiations staff anticipates an executed contract along with Notice to Proceed no later than June 2023. Preliminary design, followed by the environmental resource permitting (ERP) process can take upwards of twelve months. Once all ERP's are received construction documents will be prepared and publicly advertised as an Invitation to Bid (ITB). All bids received will be reviewed by staff and the lowest responsive bidder will be recommended for contract award through the Community Redevelopment Agency.

The Key West Bight Management District Board approved this item at their April 12, 2022, meeting.

Procurement

This project is partially funded by Coronavirus State and Local Fiscal Recovery Funds of the American Rescue Plan Act (ARPA) grant of 2021 in the amount of \$5,018,855.00. Additional funds are budgeted in account 405-7506-575-6300.

Recommendation

The City Manager's Office and the Key West Bight Management District Board recommends the Community Redevelopment Agency approve staff ranking of firms submitting responses to RFQ #23-002: Key West Bight Ferry Terminal Revitalization & Shoreline Stabilization/ Harborwalk Extension and authorize City Manager to negotiate and, pursuant to legal review, enter into a contract with the highest ranked firm Tetra Tech.