



THE CITY OF KEY WEST

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EXECUTIVE SUMMARY

Date: December 18, 2020

To: Gregory W. Veliz, City Manager

From: Kelly Crowe, P.E. City Engineer
John Paul Castro, Utilities Director

CC: Patti McLaughlin, Assistant City Manager
Mark Finigan, Finance Director
Steve McAlearney, Director of Engineering

Subject: Approval of Sea Level Rise (SLR) Design Criteria Task Order to CH2M Hill, Engineers, Inc. (CH2M Hill) and Authorization to Transfer Funds from Reserve Accounts to Active Accounts

Action Statement

Approve a task order in the amount not to exceed \$47,370 to CH2M Hill for the development of design criteria that considers future sea level rise (SLR) to support the design of future city infrastructure. Authorize a budget transfer in the amount of \$24,000 from Account 102-4107-541.9803 to Account 102-4102-541.3100 and \$24,000 from Account 402-3801-538.9803 to Account 402-3802-538.3100.

Background

The City of Key West's Climate Adaptation Plan (CAP) will be a multi-phase planning effort that includes a vulnerability assessment, adaptation plan and an implementation plan. The development of SLR design criteria is a critical first step in determining the recommended future elevations of the city's infrastructure in order to build resilience to future sea level rise. Staff has an urgent need to develop the criteria to support the revisions to the Stormwater Master Plan as well as beginning the design of projects that have known vulnerabilities to the effects of sea level rise. The criteria will ultimately become part of the CAP and will be a key tool during the implementation phase.

City staff has requested a task order from CH2M Hill to provide services to develop the criteria. CH2M Hill's staff has extensive experience in developing solutions for infrastructure resiliency and the work provided through their task order will deliver a well thought out approach to developing the criteria.

The general scope of their work will include the following tasks:

- **Task 1:** Data Collection and Review
- **Task 2:** Stakeholder Engagement and Visioning
- **Task 3:** Develop Technical Memorandum
- **Task 4:** Presentation of Findings to City Commission

The task order is attached for reference and provides additional detail for the components of each task. The total amount of the task order is \$47,370. The total project duration is expected to be approximately four (4) months after a notice to proceed is issued.

Purpose and Justification

The SLR design criteria will be a critical step in determining the recommended elevations that the city's infrastructure should be designed and constructed to in order to provide protection and resiliency to future sea level rise. The criteria is a part of the overall development to the City of Key West's Climate Adaptation Plan and developing the criteria now will allow staff to begin resiliency projects that are based on appropriately vetted data.

CH2M Hill will be performing the work under their General Engineering Services Contract authorized by Resolution 17-207 and extended for an additional two (2) year by Resolution 20-142.

This project supports the Key West Strategic Plan, Infrastructure goals #4 *Long term sustainability of the City's hard assets*, and #5 *All of the City's destinations and resources are accessible to residents and visitors*.

Financial

Funds for the task order will be allocated via a budget transfer in the amount of \$24,000 from Account 102-4107-541.9803 (Gas Tax/Reserves) to Account 102-4102-541.3100 (Gas Tax/Streets/Professional Services) and \$24,000 from Account 402-3801-538.9803 (Stormwater/Reserves) to Account 402-3802-538.3100 (Stormwater/Administration/Professional Services).

Recommendation

Staff recommends approving a task order to CH2M Hill in the amount of \$47,370 and authorize the above referenced budget transfers.