

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COMMISSION OF  
THE CITY OF KEY WEST, FLORIDA, TO  
APPROVE THE RANKING OF RESPONSES  
TO THE REQUEST FOR QUALIFICATIONS (RFQ)  
NO. 22-001 FOR THE KEY WEST  
COMPREHENSIVE ADAPTATION AND RESILIENCE  
IMPLEMENTATION PLAN BY THE SELECTION  
COMMITTEE; AUTHORIZING THE CITY  
MANAGER AND CITY ATTORNEY TO NEGOTIATE  
AND EXECUTE A CONTRACT WITH THE HIGHEST  
RANKED FIRM OR TEAM, TETRA TECH, INC.;  
PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the City issued a Request for Qualifications (RFQ) No.22-001 to identify a vendor to provide a Comprehensive Adaptation and Resilience Implementation Plan that consists of a multi-threat vulnerability assessment and a plan to prioritize and implement climate adaptation measures, as set forth in RFQ No. 22-004; and

WHEREAS, the RFQ outlines the professional services required to complete this project, and requires deliverables including an adaptation plan with vulnerability analysis and ten year budget; and

WHEREAS, Sea Level Rise was identified in the Key West Forward Strategic Plan as the #2 Priority for the City of Key West; and

WHEREAS, on January 11, 2023, the City Clerk opened vendor submittals, four of which were deemed responsive; and

WHEREAS, on February 8, 2023, a Selection/Ranking Committee comprised of community members and City staff ranked the four responsive RFQ submittals; and determined Tetra Tech, Inc. to be the highest-ranked proposer.

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

Section 1: That the vendor submittals for RFQ No.22-001 for the Key West Comprehensive Adaptation and Resilience Implementation Plan are hereby ranked by the City Commission as follows:

- (1) Tetra Tech, Inc.
- (2) Jacobs Engineering Group, Inc.
- (3) HALFF
- (4) WGI, Inc.

Section 2: That the City Manager is authorized to negotiate and execute a contractual agreement with the top-ranked vendor, Tetra Tech, Inc., in substantial conformance with the RFQ, and as legally permissible pursuant to the City Charter, 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 \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Authenticated by the Presiding Officer and Clerk of the  
Commission on \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Filed with the Clerk on \_\_\_\_\_, 2023.

Mayor Teri Johnston	_____
Vice Mayor Sam Kaufman	_____
Commissioner Lissette Carey	_____
Commissioner Mary Lou Hoover	_____
Commissioner Clayton Lopez	_____
Commissioner Billy Wardlow	_____
Commissioner Jimmy Weekley	_____

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

ATTEST:

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