Keri O'Brien

From: Lucas Torres-Bull
Sent: Monday, June 16, 2025 11:15 AM
To: Monica Haskell; Brian L. Barroso; Patrick Wright; Keri O'Brien; Alison Higgins
Cc: Kendal Harden
Subject: Re: WQ Respondent Interviews

Good afternoon, Commissioner Haskell-

Please be advised that Kendal and I have reviewed the clause in question and have aligned on the interpretation of the following provision:

> *"Shall provide a disclosure of all work for other clients that may be affected by work on the proposed contract to avoid a potential conflict of interest."*

Although the term "work" is not explicitly defined within the solicitation, we have interpreted it to encompass any labor, materials, equipment, required to fulfill the obligations of a contractual agreement. Based on this understanding, we do not believe that donations fall within the scope of "work" for the purposes of this disclosure requirement. A donation is generally considered a voluntary transfer of money, goods, or services and does not typically involve labor or services rendered in exchange for compensation or contractual performance. As such, it does not constitute "work" in a contractual or procurement context.

It is also worth noting that only one proposer (RES) submitted the requested conflict of interest disclosure. All other proposers did not provide this documentation or reference, which the selection committee interpreted as an indication that they had no relevant contractual obligations or engagements that would create a potential conflict of interest.

For your convenience, direct responses to your specific questions are provided below.

1. Should this proposal have ever gotten to the scoring stage or should it have been rejected out of hand at the staff level as not meeting the basic requirements of the RFP?

    1. Yes, this proposal should have proceeded to the scoring stage. The responsibility for determining whether a proposal is non-responsive or non-conforming rests with the Evaluation Committee, not with staff at the time of submission. This assessment can only be made after the proposals are formally reviewed against the evaluation criteria. Therefore, it was appropriate for the proposal to advance to the scoring stage for full consideration as was done with all other proposals that did not reference this item directly.

Please let me know if you would like more detail or if you have any further questions or concerns.

Sincerely.

Lucas Torres-Bull

Procurement Manager
1300 White Street, Key West, Fl 33040
Ext: 305-809-3807

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. F.S. 668.6076.

From: Monica Haskell <monica.haskell@cityofkeywest-fl.gov>
Sent: Thursday, June 12, 2025 2:31 PM
To: Brian L. Barroso <brian.barroso@cityofkeywest-fl.gov>; Lucas Torres-Bull <lucas.torresbull@cityofkeywest-fl.gov>; Patrick Wright <patrick.wright@cityofkeywest-fl.gov>; Keri O'Brien <kobrien@cityofkeywest-fl.gov>; Alison Higgins <ahiggins@cityofkeywest-fl.gov>
Cc: Kendal Harden <kendal.harden@cityofkeywest-fl.gov>
Subject: Re: WQ Respondent Interviews

Good afternoon, Lucas,
I understand the point you are making about the scoring criteria. However, the RFP clearly states that respondents "shall provide a disclosure of all work for other clients that may be affected by work on the proposed contract to avoid a potential conflict of interest."

A qualified response would include such a disclosure.

Mote has a direct financial interest in the cruise ship operations at Pier B and that financial interest could be jeopardized if it reports water quality violations. This is a clear conflict of interest. Mote did not disclose this conflict, despite the requirement of the RFP that they "shall provide" disclosure of such a conflict. Should this proposal have ever gotten to the scoring stage? Or should it have been rejected out of hand at the staff level as not meeting the basic requirements of the RFP?

Mote Marine's Conflicts of Interest re: Monitoring for Water Quality Violations Caused by Cruise Ships at the Pier B Cruiseport

1. There is only one cruise ship pier in operation in Key West: the Pier B Cruiseport, operated by Pier B Development Corporation.
2. Pier B Development Corporation's lease agreement with the State of Florida requires Pier B to "contribute an annual monetary donation of $50,000 to the Coral Reef Restoration Initiative through Mote Marine Laboratory, Inc for the full term of the lease."
3. Cruise operations at Pier B are authorized by an Environmental Resource Permit, Consent to Use, and Submerged Lands Lease from the State of Florida; and a permit from the U.S. Army Corps of Engineers. These permits provide for penalties including revocation of Pier B's authority to operate the cruise port if state or federal water quality standards are violated.

The above facts show:

1. Pier B Dev. Corp. is a client of Mote Marine, providing Mote with direct payments of $50,000 annually for the performance of Mote's "Coral Reef Restoration Initiative." This gives Mote Marine a direct financial interest in the ongoing operation of the Pier B Cruiseport.
2. Pier B's authority to operate its Cruiseport can be revoked if state or federal water quality standards are violated OR if they cease providing $50,000 annually to Mote Marine.
3. Mote Marine could lose $50,000 per year if it identifies violations of state or federal water quality standards caused by cruise ships docking at Pier B.

I did not cc commissioners due to Sunshine requirements. But if they can be cc'ed properly, please do so.

Monica Haskell
District 1 City Commissioner
City of Key West
1300 White Street
Office: 305-809-3844
Cell: 305-304-5635
Monica.haskell@cityofkeywest-fl.gov

From: Lucas Torres-Bull <lucas.torresbull@cityofkeywest-fl.gov>
Sent: Thursday, June 12, 2025 9:33 AM
To: Monica Haskell <monica.haskell@cityofkeywest-fl.gov>; Patrick Wright <patrick.wright@cityofkeywest-fl.gov>; Keri O'Brien <kobrien@cityofkeywest-fl.gov>; Alison Higgins <ahiggins@cityofkeywest-fl.gov>
Cc: Brian L. Barroso <brian.barroso@cityofkeywest-fl.gov>; Kendal Harden <kendal.harden@cityofkeywest-fl.gov>
Subject: Re: WQ Respondent Interviews

Good morning, Commissioner Haskell-

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As such, the absence of a Conflict of Interest Disclosure from a particular proposer does not impact or alter the validity of the evaluation results. The evaluation matrix—which governs how all proposals are scored—clearly outlines the criteria considered during the evaluation, and the Conflict of Interest Disclosure is not included among the weighted factors. For reference, the evaluation matrix is included below, and the section relevant to this matter has been highlighted for clarity.

In summary, while the omission of this disclosure may require further administrative or legal follow-up, it does not constitute an error in the scoring process, as the document was never a component of the evaluative scoring criteria.

EVALUATION CATEGORIES — PHASE I & II

Evaluation Criteria - Proposals will be scored and ranked by the Committee, based on the following criteria and points:

Category		Points
1.	Qualifications and Relevant Experience § Experience in managing water quality and QA/QC data § Experience and ability to collect environmental samples in accordance with FDEP Standard operating procedures § Experience deploying and collecting data § Experience in conducting surface water sampling § Experience in maintaining and calibrating field meters that measure dissolved oxygen, pH, temperature, specific conductance, and salinity § Experience in performing laboratory analysis (either by Respondent or subcontractor), including laboratory certifications Also included: 1) Staff Qualifications 2) Safety/Hazardous Waste Plan 3) Quality Assurance Program 5) Number of Similar Water Quality Analyses Previously Performed § Methods Used	30
2.	References and Quality of Past Performance on Similar Projects	5
3.	Project Approach – Ability to Meet Requirements Proposed Operations Plan, including: § Staffing assignment § Scheduling § Plan for unfavorable sampling conditions § Field data entry, QA, & correction Project Management § Management and communication methods § QA/QC Methods	20

	§ Valid Quality Plan/sampling protocols for sampling organization(s) covering types of sampling and monitoring § Subcontractor Documentation: Failure to submit subcontractor documentation may result in the disqualification of that particular subcontractor's qualification from consideration in the response package. § Equipment – availability and suitability of sampling equipment	
4.	Other Information •Value added option(s) •Familiarity with the City of Key West •Clients in USA, FL, SE FL, and City of Key West •Proposed contract deviations (potential negative points)	5
5.	Cost Effectiveness	30
6.	Project Schedule and Deliverables	5
7.	Litigation	-5 to 0
8.	City Forms	-5 to 0
9.	Project Location and Local Preference	5
Total Points		100

Please let me know if you have further question or concerns,

Sincerely.

Lucas Torres-Bull
Procurement Manager
1300 White Street, Key West, Fl 33040
Ext: 305-809-3807

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From: Monica Haskell <monica.haskell@cityofkeywest-fl.gov>
Sent: Friday, June 6, 2025 11:52 AM
To: Patrick Wright <patrick.wright@cityofkeywest-fl.gov>; Keri O'Brien <kobrien@cityofkeywest-fl.gov>; Alison Higgins <ahiggins@cityofkeywest-fl.gov>; Lucas Torres-Bull <lucas.torresbull@cityofkeywest-fl.gov>
Cc: Brian L. Barroso <brian.barroso@cityofkeywest-fl.gov>; Kendal Harden <kendal.harden@cityofkeywest-fl.gov>
Subject: Re: WQ Respondent Interviews

I believe that the "conflict of interest" disclosure requirement was MISSED by ALL OF US in the Commission discussion. It IS included in the RFP, on in TAB 5, pg 29:

"The proposer shall provide a disclosure of all work for other clients that may be affected by work on the proposed contract to avoid a potential conflict of interest."

Did the reviewers miss this too? It could have affected their rankings. What is the recourse?

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Monica.haskell@cityofkeywest-fl.gov

From: Patrick Wright <patrick.wright@cityofkeywest-fl.gov>
Sent: Thursday, June 5, 2025 9:26:10 AM
To: Keri O'Brien <kobrien@cityofkeywest-fl.gov>; Alison Higgins <ahiggins@cityofkeywest-fl.gov>
Cc: Brian L. Barroso <brian.barroso@cityofkeywest-fl.gov>; Lucas Torres-Bull <lucas.torresbull@cityofkeywest-fl.gov>; Christina Bervaldi <cbervaldi@cityofkeywest-fl.gov>; Kendal Harden <kendal.harden@cityofkeywest-fl.gov>; Monica Haskell <monica.haskell@cityofkeywest-fl.gov>
Subject: Re: WQ Respondent Interviews

Keri,

Thank you.

Allison,

Please coordinate with me before we engage either party on behalf of anyone. I want to be consistent, transparent, and absolutely sure we are following the RFP and procurement guidelines.

Patrick T. Wright
Growth Management Director
City of Key West
1300 White Street
Office: 305-809-3877
Mobile: 786-492-2389
Email: Patrick.Wright@cityofkeywest-fl.gov

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Subject: RE: WQ Respondent Interviews

Hi Commissioner – unfortunately, the motion to move this did include the words 'special meeting in July'. That meeting would be the presentations from the firms as well as questions from the commission which would be the 'interview' portion. While not definite just yet, I believe that date will most likely be at the close of one of the budget workshops given most of the commission will already be present. We would have Zoom available for you to attend of course.

Having said that, perhaps Alison can connect you with the parties outside of the formal meeting so you can touch base with them regarding specific questions you may have. Thank you, please let me know if I can be of more service.

From: Monica Haskell <monica.haskell@cityofkeywest-fl.gov>
Sent: Wednesday, June 4, 2025 9:50 PM
To: Keri O'Brien <kobrien@cityofkeywest-fl.gov>
Subject: WQ Respondent Interviews

Hi Keri,
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I will be gone most of July. My only available dates in July are 1-2 and 30-31, with 1 & 31 preferred. Perhaps we can schedule in June, daytime?

Thank you.

Monica Haskell
District 1 City Commissioner
City of Key West
1300 White Street
Office: 305-809-3844
Cell: 305-304-5635
Monica.haskell@cityofkeywest-fl.gov

From: Brian L. Barroso <brian.barroso@cityofkeywest-fl.gov>
Sent: Thursday, June 12, 2025 1:49 PM
To: Lucas Torres-Bull <lucas.torresbull@cityofkeywest-fl.gov>; Monica Haskell <monica.haskell@cityofkeywest-fl.gov>; Patrick Wright <patrick.wright@cityofkeywest-fl.gov>; Keri O'Brien <kobrien@cityofkeywest-fl.gov>; Alison Higgins <ahiggins@cityofkeywest-fl.gov>
Cc: Kendal Harden <kendal.harden@cityofkeywest-fl.gov>; Commissioners <Commissioners@cityofkeywest-fl.gov>
Subject: RE: WQ Respondent Interviews

Good afternoon and thank you, Lucas. Commissioners and Madam Mayor, providing for awareness.

Thank you in advance,

Brian L. Barroso
City Manager
City of Key West
1300 White Street
Office: 305-809-3954
Mobile: 305-315-5942
Email: Brian.Barroso@cityofkeywest-fl.gov

From: Lucas Torres-Bull <lucas.torresbull@cityofkeywest-fl.gov>
Sent: Thursday, June 12, 2025 9:34 AM
To: Monica Haskell <monica.haskell@cityofkeywest-fl.gov>; Patrick Wright <patrick.wright@cityofkeywest-fl.gov>; Keri O'Brien <kobrien@cityofkeywest-fl.gov>; Alison Higgins <ahiggins@cityofkeywest-fl.gov>
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Lucas Torres-Bull
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Cell: 305-304-5635
Monica.haskell@cityofkeywest-fl.gov

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Thank you.

Monica Haskell
District 1 City Commissioner
City of Key West
1300 White Street
Office: 305-809-3844
Cell: 305-304-5635
Monica.haskell@cityofkeywest-fl.gov

Keri O'Brien

From: Alison Higgins
Sent: Monday, July 14, 2025 12:48 PM
To: City Clerk; Kendal Harden
Subject: FW: Water Quality Testing Update please

From: Monica Haskell <monica.haskell@cityofkeywest-fl.gov>
Sent: Monday, June 2, 2025 11:12 AM
To: Alison Higgins <ahiggins@cityofkeywest-fl.gov>
Cc: Brian L. Barroso <brian.barroso@cityofkeywest-fl.gov>; Patrick Wright <patrick.wright@cityofkeywest-fl.gov>
Subject: Re: Water Quality Testing Update please

Hi Alison,
80-3 is more specific than that. It requires:

"monitoring of water quality violations **of Sec. 80-2** in the Waterways of the City of Key West"

So yes, violations are defined, and they are defined in Sec 80-2.

80-2 makes it:

"unlawful for any vessel to deposit, place or discharge any pollutant into the waterways of the City of Key West" 80-2(1)

and says:

"Vessels docking at the City of Key West shall at all times be in full compliance with all applicable state, federal and international safety, health and environmental protection statutes, regulations, standards and requirements." 80-2(2)

(In 80-1 "vessel" is defined to mean only cruise ships with more than 500 passengers.)

We know already from the College's data that cruise ships docking at Pier B, on 32 occasions, were NOT in full compliance with state and federal statutes, regulations, and standards pertaining to turbidity.

It is not that the ordinance requires the City to test the harbor, per se. But it is required to test for **pollutants discharged by cruise ships in the waterways of Key West.** Since the only portion of the waterways of Key West in which cruise ships operate is the harbor and a portion of the ship channel, then it makes sense to test those locations before any others.

Monica Haskell

District 1 City Commissioner

City of Key West

1300 White Street

Office: 305.809.3868

monica.haskell@cityofkeywest-fl.gov

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From: Alison Higgins <ahiggins@cityofkeywest-fl.gov>
Sent: Thursday, May 29, 2025 11:47 AM
To: Monica Haskell <monica.haskell@cityofkeywest-fl.gov>
Cc: Brian L. Barroso <brian.barroso@cityofkeywest-fl.gov>; Patrick Wright <patrick.wright@cityofkeywest-fl.gov>
Subject: RE: Water Quality Testing Update please

The way I've always understood it is that the monitoring is only specified in 80-3 and that it says we shall monitor for violations in the waterways.

CFK's final report for EPA grant number one is due out this summer, so we'll have the science to tell us what should be considered a violation.

That report will be one of the sources that the provider will review in order to come up with actions the City could take.

If justified, that would become one of the actions recommended that the City could undertake to reduce water quality impairments.

Then we sample to show that our action has worked and that there are less such violations.

Does that make sense?

Alison Higgins

Resiliency Manager
City of Key West
1300 White Street

Phone: 305-809-3726
Email: ahiggins@cityofkeywest-fl.gov

From: Monica Haskell <monica.haskell@cityofkeywest-fl.gov>
Sent: Thursday, May 29, 2025 11:33 AM
To: Alison Higgins <ahiggins@cityofkeywest-fl.gov>
Cc: Brian L. Barroso <brian.barroso@cityofkeywest-fl.gov>; Patrick Wright <patrick.wright@cityofkeywest-fl.gov>
Subject: Re: Water Quality Testing Update please

Thanks Alison,
80-1, 80-2, and 80-3 require the city to test the harbor. Even though the college is testing, I don't believe they are reporting the results to the city. How can we be sure the harbor will be tested since it wasn't specifically mentioned in the RFP?

Monica Haskell

District 1 City Commissioner

City of Key West

1300 White Street

Office: 305-809-3844

Cell: 305-304-5635

Monica.haskell@cityofkeywest-fl.gov

From: Alison Higgins <ahiggins@cityofkeywest-fl.gov>
Sent: Thursday, May 29, 2025 11:13 AM
To: Monica Haskell <monica.haskell@cityofkeywest-fl.gov>
Cc: Brian L. Barroso <brian.barroso@cityofkeywest-fl.gov>; Patrick Wright <patrick.wright@cityofkeywest-fl.gov>
Subject: RE: Water Quality Testing Update please

Hello Commissioner Haskell!

The good news is that the map won't have changed much, if at all.

CFK is still collecting minimum data in the harbor, as they are still under the 2nd EPA grant agreement.

The new RFP didn't ask for pre-chosen sites.

The new provider will review all our local data (and update the map) and propose actions that the City could do to improve water quality.

Then they will design a monitoring program around that action so we can see if our actions would indeed improve.

Every step of the process will come in front of Commission.

I'm very excited about the chosen provider, they not only have a great background in monitoring, but also in actions to improve water quality.

Let me know if you have any other questions! 😊

Alison Higgins

Resiliency Manager
City of Key West
1300 White Street
Phone: 305-809-3726
Email: ahiggins@cityofkeywest-fl.gov

From: Monica Haskell <monica.haskell@cityofkeywest-fl.gov>
Sent: Thursday, May 29, 2025 8:31 AM
To: Alison Higgins <ahiggins@cityofkeywest-fl.gov>
Cc: Brian L. Barroso <brian.barroso@cityofkeywest-fl.gov>
Subject: Water Quality Testing Update please

Hi Brian and Alison,
Brian, will you please direct Alison to update this chart & map to show

1. the changes since the city discontinued testing in the harbor, and
2. what the provider will offer in response to the RFP.

The map on page 6 helps visualize the testing sites and I would like to compare the proposed sites to the past test sites.

Thank you

Monica Haskell

District 1 City Commissioner

City of Key West

1300 White Street

Office: 305-809-3844

Cell: 305-304-5635

Monica.haskell@cityofkeywest-fl.gov

Keri O'Brien

From: Samuel Kaufman
Sent: Monday, July 14, 2025 8:47 AM
To: Keri O'Brien
Cc: Kendal Harden
Subject: Fw: Request for Legal Opinion – Water Quality Program RFP 25-004
Attachments: image001.png

Hello:

Please file this email stream below in reference to the email from the Interim City Attorney.

Thank you,

Sam Kaufman

Get Outlook for iOS

From: Kendal Harden <kendal.harden@cityofkeywest-fl.gov>
Sent: Monday, July 14, 2025 8:06 AM
To: Samuel Kaufman <skaufman@cityofkeywest-fl.gov>
Subject: RE: Request for Legal Opinion – Water Quality Program RFP 25-004

Good Morning Commissioner,

Since you copied members of the selection committee on your email, please make sure that this email is filed with the Clerk in accordance with our Cone of Silence ordinance.

Kendal Lyn Harden, Esq.
Interim City Attorney
City of Key West | City Attorney's Office
1300 White Street
Key West, FL 33040
Phone: 305-809-3777
Kendal.Harden@cityofkeywest-fl.gov

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Cc: Alison Higgins <ahiggins@cityofkeywest-fl.gov>; Rod Delostrinos <rdelostrinos@cityofkeywest-fl.gov>; Todd C. Stoughton <tstoughton@cityofkeywest-fl.gov>; Lucas Torres-Bull <lucas.torresbull@cityofkeywest-fl.gov>; Christina Bervaldi <cbervaldi@cityofkeywest-fl.gov>
Subject: Request for Legal Opinion – Water Quality Program RFP 25-004

Ms. Harden,

In preparation for the interviews scheduled for July with the top two applicants for the Water Quality Program under RFP 25-004, I would appreciate your legal opinion regarding the following concerns:

1. **Conflict of Interest Provision in RFP 25-004**
   The RFP, under Tab 5, states:
   "The proposer shall provide a disclosure of all work for other clients that may be affected by work on the proposed contract to avoid a potential conflict of interest."
   Please advise whether the disclosures received thus far are sufficient under this provision and if any concerns have been identified.
2. **Recalculated Scoring Allegations**
   There were allegations regarding incorrect scoring calculations, which were subsequently re-calculated. These concerns were raised in an email sent directly to members of the City Commission. A Commissioner subsequently requested management to review the matter.
   Please advise whether this sequence of events presents any legal or procedural issues.
3. **Cone of Silence**
   Has there been a review of compliance with the Cone of Silence policy, particularly concerning any communications initiated or responded to by members of the City Commission in connection with the email received from the applicant, Mote Marine?

Based on your review of the above matters, would the legal department recommend issuing a new request for proposals at this time?

Thank you for your attention to this request. I look forward to your guidance.

Thank you,

Sam Kaufman

Get Outlook for iOS

Keri O'Brien

From: Lucas Torres-Bull
Sent: Monday, July 7, 2025 1:28 PM
To: Lucas Torres-Bull
Cc: Keri O'Brien; Donna Phillips
Subject: Re: [EXTERNAL] Re: Fw: Mandatory In-Person Interviews – RFP 25-004 Water Quality Monitoring Program

Good afternoon,

This email serves as confirmation of receipt of the email responses submitted by both **Mote** and **RES**. Thank you for your timely submissions.

Please note the following meeting details, which are being provided to assist you in preparing as a proposer:

Proposers will be allotted a **ten (10) minute presentation** during the upcoming meeting on July 23, 2025 @. This is an opportunity to further elaborate on your proposal and present any additional information that may assist the City in its evaluation and selection process.

Proposers are encouraged to bring their presentation on a **laptop with a compatible video port connection**, as this will allow for direct connection to the display system available at the meeting venue.

Should you have any further questions or concerns, please do not hesitate to reach out.

Sincerely.

Lucas Torres-Bull
Procurement Manager
1300 White Street, Key West, Fl 33040
Ext: 305-809-3807

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. F.S. 668.6076.

Keri O'Brien

From: Dr. M.P. Crosby <mcrosby@mote.org>
Sent: Monday, June 30, 2025 4:21 PM
To: lucas.torresbull@cityofkeywest-fl.gov; kendal.harden@cityofkeywest-fl.gov; citymanager@cityofkeywest-fl.gov
Cc: Kevin Claridge; Emily Hall; Donna Basso
Subject: [EXTERNAL] Re: Fwd: Mandatory In-Person Interviews – RFP 25-004 Water Quality Monitoring Program

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Torres-Bull,

Mote Marine Laboratory is grateful and appreciates that we continue to be under consideration by the City Commission for serving as the City's Water Quality Monitoring Program Provider. Please note that both myself and Dr. Hall will be pleased to attend and participate in the "*Mandatory In-Person Interviews – RFP 25-004 Water Quality Monitoring Program*" meeting with the City Commission at 5 PM on July 23 in the Key West City Commission Chambers.

Your acknowledgement of this confirmation of Mote continued interest and participation would be appreciated.

Thank you

++++++++++++++++++++
Dr. Michael P. Crosby, PhD, FLS
President & CEO
Mote Marine Laboratory
1600 Ken Thompson Parkway
Sarasota, FL 34236
Biography: www.mote.org/drcrosbybio
E-mail: mcrosby@mote.org
Website: www.mote.org
Phone: (941) 388-4443
~
Adjunct Professor of Marine Science
University of Hawaii at Hilo
~
Past President – Association of Marine Laboratories of the Caribbean
~
Past President - Pacific Congress on Marine Science and Technology (PACON)
~
Past President - Sigma Xi-The Scientific Research Society

Begin forwarded message:

From: Lucas Torres-Bull <lucas.torresbull@cityofkeywest-fl.gov>
Date: June 30, 2025 at 12:16:51 PM EDT
To: emily8@mote.org
Cc: Keri O'Brien <kobrien@cityofkeywest-fl.gov>, Donna Phillips <donna.phillips@cityofkeywest-fl.gov>
Subject: Fw: Mandatory In-Person Interviews – RFP 25-004 Water Quality Monitoring Program

Good afternoon, Emily-

Please note that you have been listed as the point of contact for the RFP response submitted by MOTE. Kindly confirm receipt of this email and indicate whether your organization will be attending the meeting referenced below.

We also ask that you acknowledge receipt of the additional email containing the meeting schedule. Thank you.

Sincerely.

Lucas Torres-Bull
Procurement Manager
1300 White Street, Key West, Fl 33040
Ext: 305-809-3807

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. F.S. 668.6076.

From: Lucas Torres-Bull
Sent: Monday, June 23, 2025 8:19 AM
To: Lucas Torres-Bull <lucas.torresbull@cityofkeywest-fl.gov>
Subject: Mandatory In-Person Interviews – RFP 25-004 Water Quality Monitoring Program

Good morning,

You are receiving this notice because your firm is one of the two proposals currently under consideration by the City of Key West for the **Water Quality Monitoring Program** under **RFP 25-004**. Given the close scoring of the proposals received, the City Commission has requested **in-person interviews** to seek further clarification regarding the submitted proposals.

Please be advised that the interviews are scheduled as follows:

Date: July 23, 2025
Time: 5:00 PM
Location: City of Key West City Hall
1300 White Street
Key West, Florida 33040
City Commission Chambers

During this meeting, the City Commission may request participating firms to deliver a brief presentation and/or respond to follow-up questions. Additionally, the Commission reserves the right to amend the current proposal rankings or reject all submissions, as outlined in **Phase II – Selection** on page 16 of the RFP document.

Attendance at this meeting is mandatory in order to remain eligible for contract award. Any proposer that fails to attend will be disqualified from further consideration by the City Commission.

Should you have any questions or require additional information, please feel free to reach out.

Sincerely.

Lucas Torres-Bull
Procurement Manager
1300 White Street, Key West, Fl 33040
Ext: 305-809-3807

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Keri O'Brien

From: Lucas Torres-Bull
Sent: Monday, June 30, 2025 12:17 PM
To: emily8@mote.org
Cc: Keri O'Brien; Donna Phillips
Subject: Fw: Mandatory In-Person Interviews – RFP 25-004 Water Quality Monitoring Program

Good afternoon, Emily-

Please note that you have been listed as the point of contact for the RFP response submitted by MOTE. Kindly confirm receipt of this email and indicate whether your organization will be attending the meeting referenced below.

We also ask that you acknowledge receipt of the additional email containing the meeting schedule. Thank you.

Sincerely.

Lucas Torres-Bull
Procurement Manager
1300 White Street, Key West, Fl 33040
Ext: 305-809-3807

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From: Lucas Torres-Bull
Sent: Monday, June 23, 2025 8:19 AM
To: Lucas Torres-Bull <lucas.torresbull@cityofkeywest-fl.gov>
Subject: Mandatory In-Person Interviews – RFP 25-004 Water Quality Monitoring Program

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Should you have any questions or require additional information, please feel free to reach out.

Sincerely.

Lucas Torres-Bull
Procurement Manager
1300 White Street, Key West, Fl 33040
Ext: 305-809-3807

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Keri O'Brien

From: Lucas Torres-Bull
Sent: Monday, June 23, 2025 10:01 AM
To: Keri O'Brien; Donna Phillips
Cc: Christina Bervaldi; Kendal Harden
Subject: Fw: [EXTERNAL] RE: Mandatory In-Person Interviews – RFP 25-004 Water Quality Monitoring Program

Good morning, Donna and Keri-

Can you save the following email as documentation that RES and Mote were contacted pertaining to in-person interviews for the Water Quality Monitoring Program for the City of Key West. This email let the two top proposers know when/where the interviews will take place and at what time.

Sincerely.

Lucas Torres-Bull
Procurement Manager
1300 White Street, Key West, Fl 33040
Ext: 305-809-3807

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. F.S. 668.6076.

From: Jen Savaro <jsavaro@res.us>
Sent: Monday, June 23, 2025 9:39 AM
To: Lucas Torres-Bull <lucas.torresbull@cityofkeywest-fl.gov>
Subject: [EXTERNAL] RE: Mandatory In-Person Interviews – RFP 25-004 Water Quality Monitoring Program

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thank you for the notice regarding the upcoming presentation. We appreciate the opportunity and the advance notice, and we look forward to presenting.

Best,

Jen Savaro, WEDG
D: 754.778.0499 | O: 954.484.8500 | M: 610.304.2165

From: Lucas Torres-Bull <lucas.torresbull@cityofkeywest-fl.gov>
Sent: Monday, June 23, 2025 8:20 AM
To: Lucas Torres-Bull <lucas.torresbull@cityofkeywest-fl.gov>
Subject: Mandatory In-Person Interviews – RFP 25-004 Water Quality Monitoring Program

Good morning,

You are receiving this notice because your firm is one of the two proposals currently under consideration by the City of Key West for the **Water Quality Monitoring Program** under **RFP 25-004**. Given the close scoring of the proposals received, the City Commission has requested **in-person interviews** to seek further clarification regarding the submitted proposals.

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Attendance at this meeting is mandatory in order to remain eligible for contract award. Any proposer that fails to attend will be disqualified from further consideration by the City Commission.

Should you have any questions or require additional information, please feel free to reach out.

Sincerely.

Lucas Torres-Bull
Procurement Manager
1300 White Street, Key West, Fl 33040
Ext: 305-809-3807

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Keri O'Brien

From: Lucas Torres-Bull
Sent: Thursday, June 12, 2025 9:34 AM
To: Monica Haskell; Patrick Wright; Keri O'Brien; Alison Higgins
Cc: Brian L. Barroso; Kendal Harden
Subject: Re: WQ Respondent Interviews

Good morning, Commissioner Haskell-

I hope all is going well on this fine day and sorry for the late reply.

Please be advised that while the Conflict of Interest Disclosure was a submission component of the solicitation package, it was not a weighted criterion within the scoring process. The purpose of this document was to support transparency, ethical compliance, and disclosure integrity across all proposers. However, it did not contribute to, nor influence, the numerical scores assigned to each proposal.

As such, the absence of a Conflict of Interest Disclosure from a particular proposer does not impact or alter the validity of the evaluation results. The evaluation matrix—which governs how all proposals are scored—clearly outlines the criteria considered during the evaluation, and the Conflict of Interest Disclosure is not included among the weighted factors. For reference, the evaluation matrix is included below, and the section relevant to this matter has been highlighted for clarity.

In summary, while the omission of this disclosure may require further administrative or legal follow-up, it does not constitute an error in the scoring process, as the document was never a component of the evaluative scoring criteria.

EVALUATION CATEGORIES — PHASE I & II
Evaluation Criteria - Proposals will be scored and ranked by the Committee, based on the following criteria and points:

Category		Points
1.	Qualifications and Relevant Experience § Experience in managing water quality and QA/QC data § Experience and ability to collect environmental samples in accordance with FDEP Standard operating procedures § Experience deploying and collecting data § Experience in conducting surface water sampling § Experience in maintaining and calibrating field meters that measure dissolved oxygen, pH, temperature, specific conductance, and salinity § Experience in performing laboratory analysis (either by Respondent or subcontractor), including laboratory certifications Also included:	30

	1) Staff Qualifications 2) Safety/Hazardous Waste Plan 3) Quality Assurance Program 5) Number of Similar Water Quality Analyses Previously Performed § Methods Used	
2.	References and Quality of Past Performance on Similar Projects	5
3.	Project Approach – Ability to Meet Requirements Proposed Operations Plan, including: § Staffing assignment § Scheduling § Plan for unfavorable sampling conditions § Field data entry, QA, & correction Project Management § Management and communication methods § QA/QC Methods § Valid Quality Plan/sampling protocols for sampling organization(s) covering types of sampling and monitoring § Subcontractor Documentation: Failure to submit subcontractor documentation may result in the disqualification of that particular subcontractor's qualification from consideration in the response package. § Equipment – availability and suitability of sampling equipment	20
4.	Other Information •Value added option(s) •Familiarity with the City of Key West •Clients in USA, FL, SE FL, and City of Key West •Proposed contract deviations (potential negative points)	5
5.	Cost Effectiveness	30
6.	Project Schedule and Deliverables	5
7.	Litigation	-5 to 0
8.	City Forms	-5 to 0
9.	Project Location and Local Preference	5
Total Points		100

Please let me know if you have further question or concerns,

Sincerely.

Lucas Torres-Bull
Procurement Manager

1300 White Street, Key West, Fl 33040
Ext: 305-809-3807

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From: Monica Haskell <monica.haskell@cityofkeywest-fl.gov>
Sent: Friday, June 6, 2025 11:52 AM
To: Patrick Wright <patrick.wright@cityofkeywest-fl.gov>; Keri O'Brien <kobrien@cityofkeywest-fl.gov>; Alison Higgins <ahiggins@cityofkeywest-fl.gov>; Lucas Torres-Bull <lucas.torresbull@cityofkeywest-fl.gov>
Cc: Brian L. Barroso <brian.barroso@cityofkeywest-fl.gov>; Kendal Harden <kendal.harden@cityofkeywest-fl.gov>
Subject: Re: WQ Respondent Interviews

I believe that the "conflict of interest" disclosure requirement was MISSED by ALL OF US in the Commission discussion. It IS included in the RFP, on in TAB 5, pg 29:

"The proposer shall provide a disclosure of all work for other clients that may be affected by work on the proposed contract to avoid a potential conflict of interest."

Did the reviewers miss this too? It could have affected their rankings. What is the recourse?

Monica Haskell
District 1 City Commissioner
City of Key West
1300 White Street
Office: 305-809-3844
Cell: 305-304-5635
Monica.haskell@cityofkeywest-fl.gov

From: Patrick Wright <patrick.wright@cityofkeywest-fl.gov>
Sent: Thursday, June 5, 2025 9:26:10 AM
To: Keri O'Brien <kobrien@cityofkeywest-fl.gov>; Alison Higgins <ahiggins@cityofkeywest-fl.gov>
Cc: Brian L. Barroso <brian.barroso@cityofkeywest-fl.gov>; Lucas Torres-Bull <lucas.torresbull@cityofkeywest-fl.gov>; Christina Bervaldi <cbervaldi@cityofkeywest-fl.gov>; Kendal Harden <kendal.harden@cityofkeywest-fl.gov>; Monica Haskell <monica.haskell@cityofkeywest-fl.gov>
Subject: Re: WQ Respondent Interviews

Keri,

Thank you.

Allison,

Please coordinate with me before we engage either party on behalf of anyone. I want to be consistent, transparent, and absolutely sure we are following the RFP and procurement guidelines.

Patrick T. Wright
Growth Management Director
City of Key West
1300 White Street
Office: 305-809-3877
Mobile: 786-492-2389
Email: Patrick.Wright@cityofkeywest-fl.gov

From: Keri O'Brien <kobrien@cityofkeywest-fl.gov>
Sent: Thursday, June 5, 2025 8:28 AM
To: Monica Haskell <monica.haskell@cityofkeywest-fl.gov>
Cc: Alison Higgins <ahiggins@cityofkeywest-fl.gov>; Patrick Wright <patrick.wright@cityofkeywest-fl.gov>; Brian L. Barroso <brian.barroso@cityofkeywest-fl.gov>
Subject: RE: WQ Respondent Interviews

Hi Commissioner – unfortunately, the motion to move this did include the words 'special meeting in July'. That meeting would be the presentations from the firms as well as questions from the commission which would be the 'interview' portion. While not definite just yet, I believe that date will most likely be at the close of one of the budget workshops given most of the commission will already be present. We would have Zoom available for you to attend of course.

Having said that, perhaps Alison can connect you with the parties outside of the formal meeting so you can touch base with them regarding specific questions you may have. Thank you, please let me know if I can be of more service.

From: Monica Haskell <monica.haskell@cityofkeywest-fl.gov>
Sent: Wednesday, June 4, 2025 9:50 PM
To: Keri O'Brien <kobrien@cityofkeywest-fl.gov>
Subject: WQ Respondent Interviews

Hi Keri,
I hope we can schedule the WQ provider interviews on a different date than the budget workshops. I will be out of town and had planned to attend those via Zoom. It seemed like last year it was just presentations, with not a lot of interactions so participating on Zoom would be fine. But I would like to be physically present for the interview process ~ ideally.

I will be gone most of July. My only available dates in July are 1-2 and 30-31, with 1 & 31 preferred. Perhaps we can schedule in June, daytime?

Thank you.

Monica Haskell

District 1 City Commissioner
City of Key West
1300 White Street
Office: 305-809-3844
Cell: 305-304-5635
Monica.haskell@cityofkeywest-fl.gov

Keri O'Brien

From: Dr. M.P. Crosby <mcrosby@mote.org>

Sent: Monday, June 2, 2025 12:44 PM
To: Mayor@cityofkeywest-fl.gov; DistrictI@cityofkeywest-fl.gov; DistrictII@cityofkeywest-fl.gov; DistrictIII@cityofkeywest-fl.gov; DistrictIV@cityofkeywest-fl.gov; DistrictV@cityofkeywest-fl.gov; DistrictVI@cityofkeywest-fl.gov; citymanager@cityofkeywest-fl.gov; kendal.harden@cityofkeywest-fl.gov; Keri O'Brien
Cc: Kevin Claridge; Emily Hall; Donna Basso
Subject: [EXTERNAL] mote key west water quality rfp 25-004

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mayor Henriquez and City of Key West Commissioners,

Organized in the State of Florida in 1955, Mote Marine Laboratory has eight campuses stretching from Anna Maria Island to Key West. Five Mote campuses are in the Florida Keys where we have had research facilities conducting diverse research and monitoring for over 32 years, and anchored by our International Center for Coral Reef Research and Restoration (IC2R3) on the Mote Summerland Key campus where we have ~35 of our over 50 full-time Keys based staff.

Mote is committed to providing services to our communities in the Florida Keys. Therefore, we appreciated the opportunity to submit a proposal to the City of Key West to serve as its water quality monitoring program provider, in response to RFP 25-004.

We are grateful for the hard work and dedication of the City's water quality monitoring program RFP review and scoring committee. Key conclusions of the review and scoring committee are that:

- 2 of 5 reviewers ranked Mote as #1.
- 2 of 5 reviewers rank RES #1.
- 1 of 5 reviewers ranked Stantec as #1.
- Of these three #1 ranked applicants, Mote was ~20% lower in cost (~$21,600 lower than RES and ~$26,300 lower than Stantec).

In addition, and given no statistical difference in final total scores between Mote and RES, we respectfully wish to bring to the City's attention several concerns/irregularities we perceive in the review and scoring outcomes.

- Reviewer M. McCleary gave Mote ZERO points for local preference but also checked that Mote had the local vendor certification, and as a result Mote should have received a positive score in this category (especially given Mote's over 32 years of research and monitoring operations and facilities in the Keys as noted above).
- Reviewer S. Kruger's notes were not included in public packet – if there is a record of these review notes, we would appreciate receiving them.
- Reviewer S. McCoy gave a point (+1) above the allowed range (-5 to 0) to RES for city forms.

- Reviewer A. Higgins' math appears to incorrectly indicate a score of 86 for Mote. Her total score for Mote should be 89 or 92 dependent on whether her score applied the 15 or 18 she wrote for Criteria 3 (Project Approach).

From the information provided to applicants in the City RFP announcement, our understanding of the final selection process is that: 1) the review and scoring committee will submit their tabulated scores and firm/individual ranking to the City Commission for their consideration; 2) the City Commission may accept the ranking recommendations of the committee or may amend rankings; 3) the City Commission may in its discretion waive any informalities and irregularities contained in a proposal or in the manner of its submittal; and 4) the City Commission will make the final selection.

Again, Mote appreciates the opportunity to provide our bid for this important water quality monitoring program, and we remain committed to providing services to our communities in Key West and throughout the Florida Keys.

Thank you

--

++++++++++++++++++++
Dr. Michael P. Crosby, PhD, FLS
President & CEO
Mote Marine Laboratory
1600 Ken Thompson Parkway
Sarasota, FL 34236
Biography: www.mote.org/drcrosbybio
E-mail: mcrosby@mote.org
Website: www.mote.org
Phone: (941) 388-4443
~
Adjunct Professor of Marine Science
University of Hawaii at Hilo
~
Past President – Association of Marine Laboratories of the Caribbean
~
Past President - Pacific Congress on Marine Science and Technology (PACON)
~
Past President - Sigma Xi-The Scientific Research Society

Keri O'Brien

From: Alison Higgins <ahiggins@cityofkeywest-fl.gov>
Sent: Friday, March 21, 2025 5:21 PM
To: Emily Hall
Subject: Key West RFP Question

That would be a perfect question to ask via the clarification process: lucas.torresbull@cityofkeywest-fl.gov
That way the answer gets released as an addendum to all.

Alison Higgins
Resiliency Manager
City of Key West

-----Original Message-----
From: Emily Hall <emily8@mote.org>
Sent: Friday, March 21, 2025 4:46 PM
To: Alison Higgins <ahiggins@cityofkeywest-fl.gov>
Subject: [EXTERNAL] Key West RFP Question

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hey Alison,

I had some time to read the RFP and I have a question that I hope you can answer... I only see one location that requests a copy of NELAC certification (and audit results), but I don't see where it specifies that the analyses have to be run by a NELAC lab (especially referring to bacteria). I do see that it requests analyses by a "certified" lab, but that could mean a lot of things.

Can you confirm that all analyses do need to be from a NELAC certified lab, including bacteria analyses?

If I shouldn't be asking you directly...LMK and I'll send the question on. (and I apologize if it should go elsewhere and I missed it!)

Thanks!

Emily

--
Emily R. Hall, Ph.D.
Senior Scientist/Program Manager
Ocean Acidification Program
Chemical and Physical Ecology Program
Mote Marine Laboratory
1600 Ken Thompson Parkway
Sarasota, FL 34236
941-388-4441 x 327
emily8@mote.org

Keri O'Brien

From: Emily Hall <emily8@mote.org>
Sent: Friday, March 21, 2025 5:34 PM
To: lucas.torresbull@cityofkeywest-fl.gov
Subject: [EXTERNAL] RFP No. 25-004 – Water Quality Monitoring Program

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I have a question that I hope you can answer... I only see one location in the RFP that requests a copy of NELAC certification (and audit results), but I don't see where it specifies that the analyses have to be run by a NELAC lab (especially referring to bacteria). I do see that it requests analyses by a "certified" lab, but that could mean a lot of things.

Can you confirm that all analyses do need to be from a NELAC certified lab, including bacteria analyses?

Thank you,
Emily

--
Emily R. Hall, Ph.D.
Senior Scientist/Program Manager
Ocean Acidification Program
Chemical and Physical Ecology Program
Mote Marine Laboratory
1600 Ken Thompson Parkway
Sarasota, FL 34236
941-388-4441 x 327
emily8@mote.org