

RESOLUTION NO. 16-324

A RESOLUTION OF THE CAROLINE STREET CORRIDOR AND BAHAMA VILLAGE COMMUNITY REDEVELOPMENT AGENCY (CRA) AWARDING THE BID OF FLOWERS CHEMICAL LABORATORIES IN RESPONSE TO ITB #027-16 FOR WATER TESTING AT THE KEY WEST BIGHT AND THE KEY WEST BIGHT FERRY TERMINAL IN THE TOTAL AMOUNT OF \$29,550.00; AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT IN SUBSTANTIAL CONFORMANCE WITH THE BID DOCUMENTS; PROVIDING FOR AN EFFECTIVE DATE

BE IT RESOLVED BY THE CAROLINE STREET CORRIDOR AND BAHAMA VILLAGE COMMUNITY REDEVELOPMENT AGENCY, AS FOLLOWS:

Section 1: That the bid of Flowers Chemical Laboratories in response to ITB #027-16 is hereby awarded in the total amount of \$29,550.00, for water testing at the Key West Bight (water testing at the City Marina at Garrison Bight will be included in the signed contract, as approved in simultaneous City Commission Resolution No. 16-317 ).

Section 2: That the City Manager is authorized to execute a contract in substantial conformance with the bid documents, upon consent of the City Attorney.

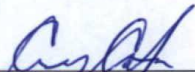
Section 3: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by the signature of the presiding officer and the Clerk of the Agency.

Passed and adopted by the Caroline Street Corridor and Bahama Village Community Redevelopment Agency at a meeting held this 2st day of November, 2016.

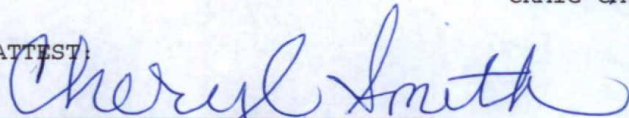
Authenticated by the presiding officer and Clerk of the Agency on November 2, 2016.

Filed with the Clerk November 2, 2016.

|                              |               |
|------------------------------|---------------|
| Chairman Craig Cates         | <u>Yes</u>    |
| Commissioner Sam Kaufman     | <u>Yes</u>    |
| Commissioner Clayton Lopez   | <u>Absent</u> |
| Commissioner Richard Payne   | <u>Yes</u>    |
| Commissioner Margaret Romero | <u>Yes</u>    |
| Commissioner Billy Wardlow   | <u>Yes</u>    |
| Commissioner Jimmy Weekley   | <u>Yes</u>    |

  
CRAIG CATES, CHAIRMAN

ATTEST:

  
CHERYL SMITH, CITY CLERK



## THE CITY OF KEY WEST

3140 Flagler Ave Key West, FL 33040 (305) 809-3792

### EXECUTIVE SUMMARY

**TO:** Community Redevelopment Agency

**FROM:** Key West Bight Management District Board  
Karen Olson, Deputy Port & Marine Services Director

**DATE:** October 18, 2016

**SUBJECT:** Approving the award for ITB #027-16 Water Testing

#### ACTION STATEMENT

Resolution approving the award for Invitation to Bid (ITB) #027-16 Water Testing to Flowers Chemical Laboratories, Inc. for the Key West Bight Ferry Terminal and the Key West Bight Marina in the amount of \$29,550 and authorize the City Manager to execute the contract.

#### BACKGROUND

Key West Bight Marina is required as part of its submerged land lease to perform quarterly and annual water testing for the following parameters:

- Dissolved Oxygen
- BOD5
- Ph
- Total N, NO<sub>2</sub>-N, NO<sub>3</sub>-N, and unionized ammonia
- Total P and Ortho – PO<sub>4</sub>-P
- Oil and Grease
- Fecal and total coliform
- Polycyclic aromatic hydrocarbons (PAHs)
- Arsenic
- Cadmium
- Chromium VI
- Copper
- Lead
- Zinc

Dissolved Oxygen and Fecal and total coliform are sampled quarterly with the other parameters sampled the 4<sup>th</sup> quarter or the annual sampling event. The testing results are reported to DEP so that the water quality of the marina can be monitored. Any upward fluctuation in a parameter may indicate water quality is changing and additional investigation or sampling may be warranted.

MEMORANDUM

The City Marina at Garrison Bight has performed the annual testing voluntarily for the past several years. Testing results have always been satisfactory at both marinas.

The Key West Bight Management District Board approved this item at their October 12, 2016 meeting.

**PURPOSE & JUSTIFICATION**

ITB #028-16 was advertised on August 29, 2016 seeking bids from qualified individuals or firms for water testing services.

Flowers Chemical Laboratories, Inc. was the sole respondent for the project. Staff has reviewed their submittal and found them responsive to the ITB. The following is a breakdown of their pricing per location:

|                 |                                                   |
|-----------------|---------------------------------------------------|
| \$ 9,850        | Key West Bight Ferry Terminal                     |
| \$19,700        | Key West Historic Seaport (Key West Bight Marina) |
| <b>\$29,550</b> | <b>Sub-total</b>                                  |
| \$10,175        | City Marina at Garrison Bight                     |
| <b>\$39,725</b> | <b>Total Contract</b>                             |

**FINANCIAL IMPACT**

Funds will be used from the Key West Bight Marina Operations account #405-7503-575-3100 for the Key West Bight and the Key West Bight Ferry Terminal testing Services. Funds for the City Marina will come from the 413 account.

**RECOMMENDATION**

Key West Bight Management District Board recommends approving the award for Invitation to Bid (ITB) #027-16 Water Testing to Flowers Chemical Laboratories, Inc. for the Key West Bight Ferry Terminal and the Key West Bight Marina in the amount of \$29,550 and authorize the City Manager to execute the contract.

# INTEROFFICE MEMORANDUM

To: Karen Olson, Deputy Director Port and Marina Services  
CC: Sue Snider, Purchasing  
From: Cheri Smith, City Clerk *Cheryl Smith*  
Date: September 28, 2016  
Subject: **WATER TESTING KEY WEST HISTORIC SEAPORT, BIGHT FERRY  
TERMINA AND CITY MARINA AT GARRISON BIGHT; BID 027-16**

---

The following bids were opened Wednesday, September 28, 2016 at 3:30 p.m. in response to the above referenced project.

- |    |                                                                                              |        |             |
|----|----------------------------------------------------------------------------------------------|--------|-------------|
| 1. | Flowers Chemical Laboratories, Inc.<br>481 Newburyport Avenue<br>Altamonte Springs, FL 32701 | Total: | \$39,725.00 |
|----|----------------------------------------------------------------------------------------------|--------|-------------|



## FLOWERS CHEMICAL LABORATORIES INC.

PO Box 150597, Altamonte Springs FL 32715-0597  
571 NW Mercantile Pl. Suite 111, Port St. Lucie FL 34986  
PO Box 1200, Madison FL 32341  
3980 Overseas Hwy Suite 103, Marathon FL 33050

Phone: 407-339-5984 / Fax: 407-260-6110  
Phone: 772-343-8006 / Fax: 772-343-8009  
Phone: 850-973-6878 / Fax: 850-973-6878  
Phone: 305-743-8598 / Fax: 305-743-8598

E83018 (Main Lab)  
E86562 (South Lab)  
E82405 (North Lab)  
E35834 (Keys Lab)

September 23, 2016

City Clerk  
City of Key West  
3126 Flagler Avenue  
Key West, Florida 33040

**Reference:**

INVITATION TO BID  
ITB #027-16  
WATER TESTING - KEY WEST HISTORIC SEAPORT,  
KEY WEST BIGHT FERRY TERMINAL,  
and CITY MARINA at GARRISON BIGHT

Dear Sir or Madame:

On behalf of Flowers Chemical Laboratories Incorporated (FCL), I am pleased to provide our response to the above referenced ITB. Established in 1957, FCL has been serving the analytical and environmental needs of our clients from the same location since 1970. Additionally, we now have regional laboratories located in Port St. Lucie, Madison and Marathon, Florida. FCL has continued to build on a reputation of scientific excellence and prudent business relations with an established record of performance, integrity and business ethics. The company remains "debt free" and retains the financial stability adequate to assure continued client service and provide any required laboratory capacity. FCL has the financial resources, organizational experience, technical skill, equipment and facilities to effectively meet the sampling schedules, analytical qualifications and reporting requirements outlined in the city's ITB.

Enclosed, please find one (1) original and two (2) USB drives of the required bid documents, as well as the required 5% bid security. A copy of FCL's Quality Management Plan (QMP) can be provided upon request.

FCL has reviewed the ITB documents and is capable of meeting the deliverables specified. FCL's Project Management and Staff are knowledgeable of the city's needs and understand the importance of being proactive for the client. In addition to providing hard copy reports, FCL has developed a computer data system, which will allow the city direct access to its lab results. The website at [www.flowerslabs.com](http://www.flowerslabs.com) will display the reports in a pdf or html format. These reports can be loaded into electronic files, or printed reports as needed by the city. As an added feature, FCL can send electronic e-mails to notify the city when results are ready.

Our regional facility located in Marathon, Florida will perform the required Total and fecal coliform analysis. This facility operates Monday through Friday and is available as needed on weekends and holidays. The location of our Marathon facility makes FCL the ideal choice for timely delivery of the bacteriological samples.

City of Key West  
ITB #027-16  
Page Two

For safety purposes, Flowers Chemical Laboratories Incorporated will use a two to three (2 -3) man field crew to complete each sampling event. Once the bacteriological samples are collected, the samples will be delivered to our laboratory in Marathon, Florida for analysis. FCL will not subcontract any of the required analysis to an outside laboratory.

In addition to providing this type of service to the City of Key West, FCL has performed similar work for the following clients:

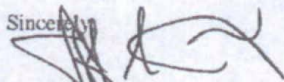
|                                                                                   |                                                                                                |                    |
|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|--------------------|
| FCAA<br>1100 Kennedy Drive<br>Contact: Tom Walker                                 | Cudjoe Key Sampling<br>Key West, FL 33040<br>Office: (305) 295-2140                            | Monthly/ Quarterly |
| City of Marathon<br>800 35 <sup>th</sup> Street Ocean<br>Contact: Katrina Spelker | Boot Key Harbor Marina<br>Marathon, FL 33050<br>Ports Management: (305) 809-3985               | Semi-annual        |
| Stock Island Marina Village<br>7009 Shrimp Rd. Ste 2<br>Contact: Jana Carter      | Fuel Dock Marina Sampling<br>Key West, FL 33040<br>Office: (305) 294-2288                      | Annual             |
| Sunset Marine Contracting<br>1059 Turnbull Creek Road<br>Contact: Bob Werner      | Condo Dock Project Baseline Monitoring<br>New Smyrna Beach, FL 32168<br>Office: (386) 426-8494 | Initial Event      |

In 2011, FCL provided analytical services to Turrell, Hall and Associates, Inc. of Naples, Florida for the Sunset Marina in Key West.

Financial stability, industry involvement, legally defensible data and qualified staff have been a winning combination for Flowers Chemical Laboratories Inc. After more than (54) fifty-four years, FCL remains debt free and committed to the success of each client that we serve. In today's volatile market place, you want a company with a proven record and a solid future. While other laboratories have folded or sold out, FCL is still here and continues to expand. We were here yesterday, we are here today and we will be here tomorrow.

Thank you for the opportunity to respond to the city's ITB. The staff at FCL looks forward to a favorable response from the city. Should you need to reach me for any questions concerning this proposal or FCL, I can be reached at (407) 339-5984, ext 219.

Sincerely,



Dr. Jefferson S. Flowers, PhD  
President / Technical Director  
Flowers Chemical Laboratories Incorporated



## FLOWERS CHEMICAL LABORATORIES INC.

PO Box 150597, Altamonte Springs FL 32715-0597  
571 NW Mercantile Pl. Suite 111, Port St. Lucie FL 34986  
PO Box 1200, Madison FL 32341  
3980 Overseas Hwy Suite 103, Marathon FL 33050

Phone: 407-339-5984 / Fax: 407-260-6110  
Phone: 772-343-8006 / Fax: 772-343-8089  
Phone: 850-973-6878 / Fax: 850-973-6878  
Phone: 305-743-8598 / Fax: 305-743-8598

E83018 (Main Lab)  
E86562 (South Lab)  
E82405 (North Lab)  
E35834 (Keys Lab)

# City of Key West

## ITB #027-16

### Water Testing

### Key West Historic Seaport

### Key West Bight Ferry Terminal

### City Marina at Garrison Bight

## September 2016

BID FORM

To: City of Key West/ CRA  
Address: 3126 Flagler Avenue, Key West, Florida 33040  
Project Title: WATER TESTING - KEY WEST HISTORIC SEAPORT, KEY WEST  
BIGHT FERRY TERMINAL and CITY MARINA at GARRISON BIGHT  
Project No.: ITB #027-16

Bidder's person to contact for additional information on this Bid:

Company Name: Flowers Chemical Laboratories, Inc.  
Contact Name & Telephone #: John W. Lindsey, Jr. (407) 339-5984  
Email Address: john@flowerslabs.com <sup>ext. 217</sup>

BIDDER'S DECLARATION AND UNDERSTANDING

The undersigned, hereinafter called the Bidder, declares that the only persons or parties interested in this Bid are those named herein, that this Bid is, in all respects, fair and without fraud, that it is made without collusion with any official of the Owner, and that the Bid is made without any connection or collusion with any person submitting another Bid on this Contract.

The Bidder further declares that he has carefully examined the Contract Documents, that he has personally inspected the Project, that he has satisfied himself as to the quantities involved, including materials and equipment, and conditions of work involved, including the fact that the description of the quantities of work and materials, as included herein, is brief and is intended only to indicate the general nature of the work and to identify the said quantities with the detailed requirements of the Contract Documents, and that this Bid is made according to the provisions and under the terms of the Contract Documents, which Documents are hereby made a part of this Bid.

The Bidder further agrees that he/she has exercised his/her own judgment regarding the interpretation of job conditions and has utilized all data, which he/she believes pertinent from the Owner and other sources in arriving at his/her conclusions.

The intent of the Bid Documents is to describe a functionally complete project (or part thereof) to be constructed in accordance with the Contract Documents. Any work, materials, or equipment that may reasonably be inferred from the Contract Documents, as being required to produce the intended result shall be supplied, whether or not specifically called for in the Contract Documents.

#### CONTRACT EXECUTION

The Bidder agrees that if this Bid is accepted, he will, within 10 days, not including Sundays and legal holidays, after Notice of Award, sign the Contract in the form annexed hereto, and will at that time, deliver evidence of holding required licenses and certificates, and will, to the extent of his Bid, furnish all machinery, tools, apparatus, and other means of construction and do the work and furnish all the materials necessary to complete all work as specified or indicated in the Contract Documents. Performance and Payment Bonds are not required as part of this contract.

#### CERTIFICATES OF INSURANCE

Bidder agrees to furnish the Owner, before commencing the work under this Contract, the certificates of insurance as specified in these Documents. See Supplementary Conditions for all coverage requirements.

| Type of Insurance             | Limits                              | Comments                                                    |
|-------------------------------|-------------------------------------|-------------------------------------------------------------|
| Commercial General Liability  | \$1,000,000                         | The proposers may have these coverages combined in 1 policy |
| Watercraft Liability          | \$1,000,000                         |                                                             |
| Business Automobile Liability | \$1,000,000                         |                                                             |
| Workers' Compensation         | Statutory                           |                                                             |
| Employers Liability           | \$1,000,000/\$1,000,000/\$1,000,000 |                                                             |
| USL&H and Jones Act Coverage  | \$1,000,000                         |                                                             |
| Professional Liability        | \$1,000,000                         |                                                             |

#### TERM OF CONTRACT

The term of the contract will be three (3) years with an option to extend for additional two (2) year terms.

#### ADDENDA

The Bidder hereby acknowledges that he has received Addenda No's. 1, 2, \_\_\_\_\_ (Bidder shall insert No. of each Addendum received) and agrees that all addenda issued are hereby made part of the Contract Documents, and the Bidder further agrees that his Bid(s) includes all impacts resulting from said addenda.

#### SALES AND USE TAXES

The Bidder agrees that all federal, state, and local sales and use taxes are included in the stated bid prices for the work.

#### UNIT PRICE WORK ITEMS

The Bidder further proposes to accept as full payment for the Work proposed herein the amounts computed under the provisions of the Contract Documents and based on the following unit price amounts.

The Bidder agrees that the unit price represent a true measure of labor and materials required to perform the Work, including all allowances for overhead and profit for each type of work called for in these Contract Documents. The amounts shall be shown in both words and figures. In case of discrepancy, the amount shown in words shall govern.

# BID SCHEDULE - WATER TESTING

## UNIT PRICE BID PRICE

Bidder will complete the Work in accordance with the Contract Documents for a unit price fee.

| DESCRIPTION | QTY/YR | UNIT PRICE | EXTENDED AMOUNT |
|-------------|--------|------------|-----------------|
|-------------|--------|------------|-----------------|

1. Quarterly Sampling - Key West Historic Seaport (includes all material, labor and equipment for a complete product. Also includes mobilization/demobilization, general conditions and permit fees.)

|      |             |              |
|------|-------------|--------------|
| 4 EA | \$ 3,300.00 | \$ 13,200.00 |
|------|-------------|--------------|

2. Quarterly Sampling - Key West Bight Ferry Terminal (includes all material, labor and equipment for a complete product. Also includes mobilization/demobilization, general conditions and permit fees.)

|      |             |             |
|------|-------------|-------------|
| 4 EA | \$ 1,650.00 | \$ 6,600.00 |
|------|-------------|-------------|

\* 3. Annual Sampling - Key West Historic Seaport (includes all material, labor and equipment for a complete product. Also includes mobilization/demobilization, general conditions and permit fees.)

|      |             |             |
|------|-------------|-------------|
| 1 EA | \$ 6,500.00 | \$ 6,500.00 |
|------|-------------|-------------|

\* 4. Annual Sampling - Key West Bight Ferry Terminal (includes all material, labor and equipment for a complete product. Also includes mobilization/demobilization, general conditions and permit fees.)

|      |             |             |
|------|-------------|-------------|
| 1 EA | \$ 3,250.00 | \$ 3,250.00 |
|------|-------------|-------------|

5. Annual Sampling - City Marina at Garrison Bight (includes all material, labor and equipment for a complete product. Also includes mobilization/demobilization, general conditions and permit fees.)

|      |              |              |
|------|--------------|--------------|
| 1 EA | \$ 10,175.00 | \$ 10,175.00 |
|------|--------------|--------------|

TOTAL OF ALL EXTENDED LINE ITEMS LISTED ABOVE:

Total of unit price items 1 - 5

\$ 39,725.00

Thirty-nine thousand seven hundred twenty-five Dollars & No/100 Cents  
(amount written in words)

\* Quarterly event is performed simultaneously with the Annual Sampling event.

NOTE: THE TOTAL BID WILL BE THE BASIS OF EVALUATING LOW BIDDER AND BASIS OF AWARD

*The intent of these Documents is to describe a functionally complete project (or part thereof) to be performed in accordance with the Contract Documents. Any work, materials, or equipment that may reasonably be inferred from the Contract Documents, as being required to produce the intended result shall be supplied whether or not specifically called for.*

CONTRACTOR'S PROJECTED OPERATIONS LOAD AND COST ESTIMATE

List items to be performed by Contractor's own forces and the estimated total cost of these items.  
(Use additional sheets if necessary.)

See Attached Bid Breakdown

|  |  |
|--|--|
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |