



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

EXECUTIVE SUMMARY

Date: August 19, 2020

To: Gregory W. Veliz, City Manager

From: Steve McAlearney, Engineering Director
Patti McLauchlin, Assistant City Manager

Subject: Selecting a firm in response to Request for Qualifications (RFQ) No. 20-001: Duval Street Revitalization

Action Statement

Select one of two top ranked firms submitting responses to RFQ 20-001: Duval Street Revitalization.

Background

Duval Street is one of the most iconic and recognized streets in the United States. The City seeks a strategic, creative and passionate firm for the revitalization of historic Duval Street. It is the goal of the City to retain a firm that can develop and implement a plan to best utilize this public space to the benefit of the community and visitors alike. The plan shall be comprehensive, from soliciting public input to the final touches on landscape design. The City desires a firm that has broad-based experience creating entertaining, lively, and commercially successful public streetscapes. The successful firm will have a proven track record in planning, funding, designing and completing public spaces in a commercial historic setting. The firm will have demonstrated experience in working with governmental entities.

A selection team consisting of City staff and prominent citizens held a publicly advertised meeting to rank the six (6) firms submitting responses. All firms' proposals were considered Responsive and Responsible. Firms were ranked on a 100-point scale. Selection team rankings are attached for review.

Using the Selection Criteria in the RFQ, the selection team ranked the firms as follows:

<u>Firm</u>	<u>Average Total Points</u>
KCI Technologies, Inc.	91.6
Stantec Consulting Services, Inc.	90.6
Bermello Ajamil & Partners, Inc.	86.9
Chen Moore & Associates	85.6
Local Office Landscape & Urban Design, LLC	78.1
CSA Group	71.9

In accordance with RFQ documents, "Final award will be made by the City Commission, based solely on that response which, in their opinion, is in the best interest of the City of Key West, all factors considered, irrespective of the City Manager appointed selection team ranking."

Options

There are three (3) options:

1. Accept the rankings of the selection team and authorize the City Manager to negotiate a contract with KCI Technologies, Inc.
2. Authorize City Manager to negotiate a contract with the second ranked firm, Stantec Consulting Services, Inc.
3. Reject all proposals and provide further direction to Staff regarding Duval Street revitalization.

Financial Issues

Compensation rates will be established during agreement negotiations. There are no specific financial obligations with entering into contract with the selected firm. Project assignments will be task order based with a respective fee approved for each task order per City Ordinance. There is currently a \$250,000 funding request (101 1900 519 6300) for Duval Street revitalization in the proposed FY 2020-2021 budget. Final contract will be brought back to Commission for approval.

Recommendation

Staff recommends the City Commission, based on response to RFQ and in-person presentation, approve one of two highest ranked firms.