RESOLUTION NO. 15-209

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, RENEWING FOR TWO YEARS A GENERAL LANDSCAPE ARCHITECTURAL SERVICES CONTRACT WITH FOUR (4) FIRMS, ORIGINALLY AWARDED IN RESOLUTION 12-221; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, in Resolution 12-221, the City Commission approved four (4) landscape architectural firms to provide General Landscape Architectural Services for the City of Key West, and authorized the City Manager to negotiate three-year contracts with a two-year renewal; and

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

Section 1: That contracts for general landscape architectural services are hereby renewed for a term of additional two years, upon mutually agreed terms for the following four (4) firms: (1) EDSA, Inc. (2) Bermello Ajamil & Partners, Inc., (3) Savino & Miller Design Studio, PA and (4) Elizabeth Newland Landscape Architecture, LLC.

Section 2: That the City Manager is hereby authorized to execute a two-year renewal upon agreed terms for each of the above-described contracts, upon the advice and consent of the City Attorney.

Section 3: Specific task orders issued pursuant to the contracts shall continue to comply with the City's procurement guidelines.

Section 4: 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 16 day of June, 2015.

Authenticated by the Presiding Officer and Clerk of the Commission on 17 day of June, 2015.

Filed with the Clerk on June 17, 2015.

Mayor Craig Cates	Yes
Vice Mayor Mark Rossi	Yes
Commissioner Teri Johnston	Yes
Commissioner Clayton Lopez	Yes
Commissioner Billy Wardlow	Yes
Commissioner Jimmy Weekley	Yes
Commissioner Tony Yaniz	Yes

CRAIG CATES, MAYOR

ATTEST:

CHERYL SMITH, CITY CLERK

THE CITY OF KEY WEST
Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

Executive Summary

EXECUTIVE SUMMARY

6/3/15

Date: June 3, 2015

To: Jim Scholl, City Manager

From: Thaddeus L. Cohen, Director of Planning

Cc: Greg Veliz, Assistant City Manager
Sarah Spurlock, Assistant City Manager

Subject: Approve a two (2) year extension to the General Landscape Architectural Services Contracts with four (4) firms originally approved Under Resolution 12-221.

Action Statement

This resolution extends the respective City of Key West General Landscape Architectural Services contracts with four (4) firms originally approved under Resolution 12-221 for two (2) years. This resolution authorizes the City Manager to execute the contract extensions.

Background

Four (4) firms were awarded three (3) year General Landscape Architectural Services contracts by Resolution 12-221 in July 2012. The firms consist of:

1) EDSA
2) Bermello Ajamil & Partners, Inc.
3) Savino & Miller Design Studio
4) Elizabeth Newland Landscape Architecture, LLC.

Current agreements for these firms expire Fall 2015.

Purpose and Justification

This resolution provides exercising a two (2) year, mutually agreed extension of the existing General Landscape Architectural Services contracts for all four (4) firms to continue providing services to the City. This extension is in accordance with Article 4 of the executed agreements.

Current fee schedules for each firm and primary sub-consultants are within allowable increases. This resolution also provides for revising project team members if so requested by the respective engineering firm.

Financial Issues

Financial implications of this resolution are limited to an adjustment of hourly fee schedule rates by the landscape architectural teams as allowed in Article 5.1.2.1 of the respective agreements.

Recommendation

Staff recommends extending the respective City of Key West General Landscape Architectural Services contracts for four (4) firms originally approved under Resolution 12-221 for two (2) years. This resolution authorizes the City Manager to execute the contract extensions.

From: Randy Hollingworth [mailto:RHollingworth@bermelloajamil.com]
Sent: Monday, June 08, 2015 11:14 AM
To: Venetia A. Flowers
Subject: RE: CONTRACT RENEWAL - DEADLILNE TODAY June 8, 2015

Venetia, we would like to have the continuing services contract for Bermello Ajamil extended for another 2 year period please. Thank you. I apologize, for some reason I did not see your email last week.

RANDY HOLLINGWORTH
Partner – Vice President - Director | **LA Studio, Planning, Urban Design**
2601 S. Bayshore Drive, Suite 1000
Miami, FL 33133

786-486-5269 – Direct
305.859.2050 – Main
www.bermelloajamil.com

Bermello Ajamil & Partners, Inc.

From: Venetia A. Flowers [mailto:vflowers@cityofkeywest-fl.gov]
Sent: Monday, June 08, 2015 8:56 AM
To: Randy Hollingworth
Subject: CONTRACT RENEWAL - DEADLILNE TODAY June 8, 2015

Good morning Randy,

I am in the process of renewing your General Architectural Landscape Contract with the City of Key West. You have one (1), 2 year renewal. In order for me to move forward with the renewal I need a letter stating that you would like to renew.

This is set to be heard by the City Commission on June 16. The deadline to renew your contract is today.

Please contact me directly if you have any questions.

Have a great day!

Venetia A Flowers | Planning Department | City of Key West | P.O. Box 1409 | Key West, FL 33041

Tel: 305-809-3764 | Fax: 305-809-3978 | vflowers@cityofkeywest-fl.gov | www.cityofkeywest-fl.gov

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

EDSA

June 4, 2015

Mr. Thaddeus Cohen
Ms. Venetia A. Flowers
Planning Department
City of Key West
P.O. Box 1409
Key West, Florida 33041

Re: EDSA's Continuing Services Agreement – Planning and Landscape Architectural Services for the City of Key West

Dear Mr. Cohen and Ms. Flowers:

We have enjoyed the opportunity to work as one of the City of Key West's Continuing Services providers for Planners, Landscape Architects and Urban Designers. We believe that we, in conjunction with you and your team and the residents of Key West, will be able to continue to bring our expertise and experience to the City and help deal with some of the challenges in planning and design.

It is with this strong desire; we respectfully request that the City of Key West authorize our 2 year renewal of the contract.

If you need any further information from us, please let us know.

Thank you and we look forward to continuing to work with you.

All the best,

Paul D. Kissinger

Paul D. Kissinger, FASLA, PLA
Principal

1512 E. BROWARD BOULEVARD, SUITE 110, FORT LAUDERDALE, FLORIDA 33301 USA TEL: 954.524.3330 FAX: 954.524.0177
www.edsaplan.com

savinomiller
DESIGN STUDIO
LANDSCAPE ARCHITECTURE | URBAN DESIGN | ARCHITECTURE

June 5th, 2015

Venetia A Flowers
Planning Department
City of Key West
P.O. Box 1409
Key West, FL 33041

Re: General Landscape Architectural Contract with the City of Key West. One (1), 2 year renewal

Dear Ms. Flowers,

Thank you for reaching out to our firm regarding the renewal of our General Landscape Architectural Contract with the City of Key West.

Savino & Miller Design Studio is interested in renewing the Contract and more importantly we would love to contribute with our services to the enhancement of the City.

Please let us know if you have any projects in the near future and if you need anything else to complete this renewal.

Best regards,

Adriana Savino-Miller
President

12345 NE 6TH AVENUE A NORTH MIAMI, FLORIDA 33161
T 305.895.9082 F 305.895.9083 WWW.SAVINOMILLER.COM

From: Venetia A. Flowers
Sent: Sunday, June 07, 2015 7:08 PM
To: Angela Budde
Subject: FW: General Architectural Landscape Contract Renewal - City of Key West

From: Elizabeth Newland [mailto:liznewland@bellsouth.net]
Sent: Sunday, June 07, 2015 10:05 AM
To: Venetia A. Flowers
Subject: Re: General Architectural Landscape Contract Renewal - City of Key West

Venetia:

Yes please extend my contract for one year. Please let me know if you need anything else.

Thank you,

Elizabeth Newland

Sent from my iPad

On Jun 4, 2015, at 10:45 AM, "Venetia A. Flowers" <vflowers@cityofkeywest-fl.gov> wrote:

Good morning,

I am in the process of renewing your General Architectural Landscape Contract with the City of Key West. You have one (1), 2 year renewal. In order for me to move forward with the renewal I need a letter stating that you would like to renew.

This is set to be heard by the City Commission on June 16. Please get this to me as soon as possible, specifically by tomorrow. Otherwise, your contract renewal will be delayed.

Please contact me directly if you have any questions.

Have a great day!

Venetia A Flowers

RESOLUTION NO. 12-221

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, APPROVING THE STAFF RANKING AND AWARDING CONTRACTS ON A TASK ORDER BASIS FOR GENERAL LANDSCAPE ARCHITECTURAL SERVICES IN RESPONSE TO RFQ NO. 12-002; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City issued a request for Qualifications for firms capable of providing general landscape architectural services; and

WHEREAS, a ranking committee composed of city staff reviewed the ten (10) responses to the RFQ for a General Landscape Architectural Services Consultant, and determined that four (4) firms are particularly qualified, and the City wishes to engage each one on a Task Order basis;

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

Section 1: That the top four responses for general landscape architectural services are hereby ranked by staff, and approved by the City Commission as follows:

(1) EDSA

(2) Bermello Ajamil & Partners, Inc.

(3) Savino & Miller Design Studio

(4) Elizabeth Newland Landscape Architecture, LLC.

Section 2: That the City Manager is hereby authorized to negotiate and execute contracts on a task-order basis with each of the four top-ranked companies, 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 17 day of July, 2012.

Authenticated by the presiding officer and Clerk of the Commission on July 18, 2012.

Filed with the Clerk July 18, 2012.

CRAIG CATES, MAYOR

ATTEST:

CHERYL SMITH, CITY CLERK

THE CITY OF KEY WEST
3140 Flagler Ave Key West, FL 33040 (305) 809-3700

MEMORANDUM

EXECUTIVE SUMMARY

TO: Jim Scholl, City Manager

FROM: Don Craig, Planning Director
Doug Bradshaw, Senior Project Manager
Rod Delostrinos, Deputy Director of Community Services
Paul Williams, Urban Forester

DATE: June 25, 2012

RE: Approving Ranking of firms submitting responses to Request for Qualifications (RFQ) No. 12-002: General Landscape Architectural Services

ACTION STATEMENT:
Approving staff ranking of firms submitting responses to RFQ No. 12-002: General Landscape Architectural Services and authorizing City Manager to negotiate and pursuant to legal review enter into a contract.

BACKGROUND:
The City issued RFQ No. 12-002: General Landscape Architectural Services on April 1, 2012 and qualification packages were received on May 2, 2012. The City received the following ten (10) responses to the RFQ:

- Atkins
- Bermello Ajamil & Partners, Inc
- Calle Verde
- Calvin, Giordano & Associates, Inc.
- Chen Moore
- EDSA
- Elizabeth Newland Landscape Architecture, LLC
- Hole Montes
- Landwise Design
- Savino & Miller Design Studio

Engineering staff reviewed each proposal to ensure the proposal contained the required submittals as well as contacted clients of each firm to check past work performances. Results are attached.

At a meeting held on June 14, 2012 a committee of City Staff met at a publicly

advertised meeting in order to review the 10 firms that responded.

Using the Selection Criteria Matrix in the RFQ, the selection committee developed a short list consisting of the following firms in highest to lowest ranking order:

1. EDSA
2. Bermello Ajamil & Partners, Inc
3. Savino & Miller Design Studio
4. Elizabeth Newland Landscape Architecture, LLC

All short-listed firms were highly recommended by past clients. Additionally all short-listed firms submitted proposals that were considered responsive to the RFQ. Elizabeth Newland Landscape Architecture, LLC failed to submit contact information from clients. However, City Staff has worked with this firm in the past and was satisfied with their work product.

As the City has multiple departments that manage projects of all sizes and disciplines simultaneously, the City typically prefers to contract with multiple firms to handle the workload. The term of contracts shall be for a period of three (3) years with the option of one (1) two (2) year renewal.

OPTIONS:

There are two (2) options:

1. Accept the rankings of staff and authorize City Manager to negotiate and pursuant to legal review enter into a contract with each of the short-listed firms,
2. Modify the staff's ranking and authorize City Manager to negotiate and pursuant to legal review enter into a contract with one or all of the firms of the modified ranking,

FINANCIAL ISSUES

There are no financial obligations with ranking and entering into contracts with each of the short-listed firms. These will be task order based contracts with which a dollar amount will have to be approved along with the task order per City Ordinance.

RECOMMENDATION

It is recommended that the City Commission accept the rankings of staff and authorize City Manager to negotiate and pursuant to legal review enter into a contract with each of the short-listed firms.