

**CITY OF CEDAR KEY
REQUEST FOR QUALIFICATIONS-ENGINEERING SERVICES**

**THE CITY OF CEDAR KEY, FLORIDA IS REQUESTING QUALIFICATIONS FOR
ENGINEERING SERVICES FOR THE DESIGN AND PERMITTING OF A
FLORIDA FISH & WILDLIFE CONSERVATION COMMISSION (FWC)
FLORIDA BOATING IMPROVEMENT PROGRAM GRANT PROJECT**

The City of Cedar Key, Florida hereby requests qualifications from individuals or firms to provide engineering services for an FWC Florida Boating Improvement Program Grant project.

The project involves providing the engineering design, biddable engineering plans and specifications as well as developing and submitting applications to the governing permitting agencies for the Boat Launch Project at the Cedar Key City Marina.

The City has been awarded a Florida Boating Improvement Grant with a project budget of \$256,626.00; procurement and contracting will follow the City's Purchasing Policy.

Engineering Services will include needs and feasibility investigation, surveying, testing, design, cost estimating, and permitting.

The evaluation criteria that will be utilized in the selection of the engineer is as follows:

1. Knowledge of State Regulations governing the FWC Florida Boating Improvement Fund Program;	15 pts.
2. Experience with FWC Florida Boating Improvement Fund Funded Projects;	20 pts.
3. Experience with Designing XXXXXX Projects;	20 pts.
4. Management and Staffing	15 pts.
5. Approach to Task	20 pts.
6. Reference Letters Provided for Similar Projects from Other Local Governments	10 pts.
Total	100 pts.

Engineering fees will be negotiated after ranking is completed utilizing the Florida Consultant's Competitive Negotiation Act.

Qualifications must be received by 4:00 p.m. on October 10, 2025 at City Hall, 809 6th Street, Cedar Key, Florida 32625. Email submissions to jmccain@cedarkeyfl.us, copy to lroberts@cedarkeyfl.us, will be accepted in lieu of written submissions.

The City reserves the right to reject any and all proposals, to waive any informalities or irregularities in the proposal process and to award the contract(s) in the best interest of the City.

Engineering service contract(s) shall be subject to grant/loan award and release of funds by the funding agency.

A copy of the grant application, including engineering deliverables timeline, is available from City Hall.