



THE CITY OF KEY WEST

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

EXECUTIVE SUMMARY

Date: October 27, 2015

To: Jim Scholl, City Manager

From: James Bouquet, P.E., Director of Engineering

Cc: Greg Veliz, Assistant City Manager
Sarah Spurlock, Assistant City Manager
Mark Finigan, Director of Finance

Subject: Agreement Amendment for Bender & Associates Architects, P.A. to Provide Special Inspections & Testing Services for the New City Hall at Glynn Archer School.

Action Statement

Authorize the City Manager to amend the existing agreement with Bender & Associates Architects, P.A. to provide Special Inspection and Testing Services at New City Hall at Glynn Archer School for the additional fee of \$15,100.00.

Background

Burke Construction Group, Inc. (Burke) was issued a Notice of Award Notice to Proceed for construction of New City Hall at Glynn Archer School on January 23, 2015. Construction Documents require the City to provide Special Inspection and Testing (SIT) Services during construction. These quality assurance related services are intended to be performed by a qualified third party (independent of Burke).

To facilitate project coordination with construction by Burke and construction engineering and inspection (CEI) services by Bender & Associates Architects, P.A. (Bender), the City requested Bender provide SIT services through a subcontract with Concrete Analysis & Testing Laboratories, Inc. (CATL). Bender is providing this service as an amendment (Resolution 15-139) to their existing agreement with the

Key to the Caribbean - Average yearly temperature

77° F.

MEMORANDUM

City including CEI (Resolution 13-103). Bender is providing this service to the City at no “mark-up” of CATL invoices. Bender’s letter dated October 29, 2015 for additional testing is attached. Additional not-to-exceed testing fee is developed as follows:

Original Testing Task Order Proposal (3/12/2015):	\$19,000.
Additional Welding Inspections (5 @ \$1,500)	\$ 7,500.
Additional Concrete Tests (12 @ \$300):	<u>\$ 3,600.</u>
	\$30,100.
Previously Allocated under Resolution 15-139:	-\$15,000.
Additional Not-to-Exceed Fee Requested:	\$15,100.

Purpose and Justification

The purpose of SIT services is to provide for construction quality assurance (CQA) of materials and building components during construction of the New City Hall at Glynn Archer School.

The improvement of infrastructure is critical to meeting the current and future needs of the City. Special Inspections and Testing are critical to a quality, long-lasting structure. This project is in accordance with the City of Key West’s Strategic Goal #5, *All of the City’s Destinations and Resources Are Accessible to Residents and Visitors.*

Financial Issues

Funding of this amendment for additional SIT services in the amount of \$15,100.00 is from Account #303-1900-519-62-00 (Project Number GN1302). With this amendment, the not-to-exceed fee for SIT services will total \$30,100 (see above). \$31,000 was previously identified as a budget line item for “Inspection and Testing” in Resolution 15-169.

Recommendation

Staff recommends authorizing the City Manager to amend the existing agreement with Bender & Associates Architects, P.A. to provide Special Inspection and Testing Services at New City Hall at Glynn Archer School for the additional fee of \$15,100.00.