



THE CITY OF KEY WEST

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TO: Jim Scholl, City Manager

FROM: Jim Bouquet, P.E., Director of Engineering

CC: Greg Veliz, Assistant City Manager

DATE: February 6, 2017

SUBJECT: Pre-Construction and Construction Engineering Services at Truman Annex / NOAA Seawall Project Code TR1503.

ACTION STATEMENT:

Authorize the City Manager to execute Tetra Tech, Inc. January 10, 2017 Task Order proposal to provide Pre-construction and Construction Engineering/Inspection Services for the Truman Annex / NOAA Seawall project in the total amount of \$ 47,700.00 and provide for any necessary budget transfers/amendments.

BACKGROUND:

Tetra Tech Inc. (TTI), under Resolution 15-333, substantially completed the conceptual design with engineering standards and permitting for the Truman Annex / NOAA Seawall project Request for Proposal No. 004-17. The project has received a total of \$ 735,000, in grant funding from:

- City Commission (Resolution 16-201) accepting \$150,000 from Enterprise Florida, Inc. (EFI) for the Florida Defense Support Task Force (FDSTF);
- City Commission (Resolution 17-007) accepting \$220,000 from the National Marine Sanctuary Foundation (NMSF); and,
- An authorization letter for Navy In-Kind funding of \$365,000.

Pre-Construction and Construction Phase Engineering Services

The CITY requested Tetra Tech Inc. provide limited pre-construction and construction phase services for this design/build project. As described in the attached Tetra Tech, Inc. January 10, 2017 Task Order proposal, TTI will provide the following Scope of Services for the estimated five (5) months construction period.

MEMORANDUM

Pre-construction Engineering Services - (60 Hours Duration)

- Pre-construction Engineering Support
(Review RFP before advertising, review proposer responses in both Technical and Cost Type Proposals, provide recommendation of proposer award to City Commission)
- Travel Reimbursable Expenses
(Support Design/Builder selection)

Construction Phase - Engineering and Inspection Services – (116 Hours Duration)

- Construction Engineering Support
(Review selected proposer requests for information (RFIs), shop drawings, specifications, and submittal register. Perform pre-final inspection, preparer punch list, and perform final inspection.)
- Construction Inspection
(Travel estimated at 7 weekly inspections)

PURPOSE & JUSTIFICATION:

The existing seawall on the City property at the northwest corner of the boat ramp and on the north side of the National Marine Sanctuary property is in poor condition. Undermining of the wall toe and wall backfill is evident of this poor condition.

Pre-construction and construction phase engineering and inspection are a critical component of a successful design/build project, providing both construction quality assurance and technical support beyond the capabilities/qualifications of City staff.

This project supports Goal #4 of the 2011 Key West Strategic Plan, specifically: *Long term sustainability of the City's hard assets.*

FINANCIAL IMPACT:

The fee of \$ 47,700 for this task order will be funded under Project TR1503 Truman Annex / NOAA Seawall (account #1014303 5436300).

The Tetra Tech Inc. (TTI) January 10, 2017 Task Order will be performed on a time and materials basis in accordance with the Environmental Engineering Services Agreement between the City and TTI. This agreement was originally authorized under Resolution 14-359.

RECOMMENDATION:

Staff recommends authorizing the City Manager to execute the Tetra Tech January 10, 2017 Task Order for providing Pre-Construction and Construction Engineering/Inspection Services for the *Truman Annex / NOAA Seawall project* in the total amount of \$ 47,700 and provide for any necessary budget transfers/amendments.