



THE CITY OF KEY WEST
1300 White Street, Key West, FL 33040 (305) 809-3792

EXECUTIVE SUMMARY

TO: Jim Scholl, City Manager

FROM: James Bouquet, Senior Project Manager

DATE: November 14, 2018

SUBJECT: Professional Construction Period Services
for Truman Waterfront Park Phase 1B

ACTION STATEMENT:

Authorize a Task Order to K2M Design for professional support services during bidding and construction of Truman Waterfront Park Phase 1B for the not-to-exceed fee of \$125,345.00. Authorize City Manager to approve the Task Order.

BACKGROUND

The Naval Properties Local Redevelopment Authority (LRA) of the City of Key West Resolution 18-080 directed K2M Design (K2M) to design Phase 1B of the Truman Waterfront Park and prepare drawings and specifications for construction. Phase 1B includes a multi-purpose field, renovation/addition to Building 1287, fruit tree grove and landscape/hardscape improvements. Construction drawings are substantially complete, and the bid period is expected to commence December 2018.

To support Phase 1B construction, staff requested a Task Order proposal from K2M under their General Architectural Services agreement with the City (Resolution 17-190). K2M subsequently provided a not-to-exceed fee of \$125,345.00 as presented in the attached proposal dated November 13, 2018 for the requested services. Under this Task Order, K2M will provide the following subtasks:

- Bid Period Services
- Construction Administration over the anticipated 18-month construction period including preconstruction, requests for information, submittal review, periodic inspection, meeting attendance and closeout inspections.
- Project Closeout including permits, record drawings and operations and maintenance manual preparation.
- Project Management including coordination.

PURPOSE & JUSTIFICATION

Construction of Truman Waterfront Park Phase 1B including a multi-purpose field and renovation/addition to Building 1287, will complete near term development of the Truman Waterfront Park. As the Architect of Record for Phase 1B, K2M's continued involvement in this project by providing bid period services and construction administration will provide necessary quality assurance and administrative support for successful completion of the park.

This resolution supports Key West Strategic Plan Infrastructure Goal #3, *Parks and recreation areas are assessable to all residents and visitors* and Culture Goals #1, 2 and 3.

FINANCIAL IMPACT:

The cost to complete the Task Order will not exceed \$125,345.00. This fee is funded in budget account 101-4303-543-6300 (Project Number IS43031801-Truman Waterfront Park Phase 1B).

Fee Proposal Breakdown:

Bidding:	\$ 12,831.25
Construction Administration:	\$ 99,282.50
Project Closeout:	<u>\$ 13,231.25</u>
Total Not-to-Exceed Fee:	\$125,345.00

Staff has reviewed the proposed fee and found the labor hours reasonable for the required work over the 18-month construction period and hourly rates consistent with K2M's General Architectural Services fee schedule.

RECOMMENDATION:

Staff recommends authorizing a Task Order to K2M Design for professional support services during bidding and construction of Truman Waterfront Park Phase 1B for the not-to-exceed fee of \$125,345.00 and authorize City Manager to approve Task Order.