



THE CITY OF KEY WEST

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EXECUTIVE SUMMARY

Date: December 29, 2016

To: Jim Scholl, City Manager

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

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

Subject: Approving Bermello Ajamil and Partners, Inc. to provide Construction Administration Services for Truman Waterfront Park Amphitheater.

ACTION STATEMENT

Approve Change Order # 2 to Purchase Order P080828 in the amount of \$100,000.00 for Bermello Ajamil and Partners, Inc. to provide Construction Administration Services during construction of Truman Waterfront Park Amphitheater. Authorize the City Manager to execute necessary documents.

BACKGROUND

The City of Key West Naval Properties Local Redevelopment Authority (LRA) Resolution 15-344 authorized Bermello Ajamil and Partners, Inc. (BA) to design and prepare construction drawings for bidding of the Truman Waterfront Amphitheater. BA was subsequently issued Change Order #1 to provide bidding period services to the City. The construction project was bid during November-December 2016 as *ITB# 17-009 Truman Waterfront Park Amphitheater* including Addenda 1 and 2.

At the City's request, BA submitted a *Scope and Fee Proposal for Construction Administration Services - Truman Waterfront Park Amphitheater Project* dated December 22, 2016. Proposed services include:

MEMORANDUM

Task 1 - Pre-Construction Period

Services to include, but not limited to:

- Notice of Award and Notice to Proceed period support
- Attendance at the Pre-Construction Meeting.

Task 2: Construction Period

Services to include, but not limited to:

- Responses to contractor Requests for Information (RFIs)
- Submittal review
- Substitution review
- Periodic site visits
- Bi-weekly project meeting participation
- Environmental consulting support
- Substantial and Final Completion inspections

Task 3: Project Closeout

Services to include, but not limited to:

- As-Built Drawing review
- Record Drawing Preparation
- Final Engineering Certification

The total estimated fee of \$100,000.00 as detailed in the attached BA proposal will not be exceeded unless approved by the City. Task 1 services is lump sum, while Tasks 2 and 3 will be performed on a time and materials basis in accordance with the existing agreement between BA and the City (Resolution 11-327). The estimated fee is based on providing services for the anticipated nine (9) month construction period as established by the City.

PURPOSE AND JUSTIFICATION

Development of the Truman Waterfront Property has been a priority of the City of Key West for over 15 years. City Commission Resolutions 12-129 and 12-285 accepted recommendations and a Master Plan for the Truman Waterfront Property process. Resolution #12-065 approved finalizing the Master Plan and a Major Development Agreement for the Truman Waterfront Park. Approval of the current resolution before the LRA will support quality construction of the amphitheater component of the Master Plan including, but not limited to, covered stage, hard surface for 500 semi-permanent seats, grass seating/viewing berm, parking, walkways and utilities.

Administration during construction by BA is a highly recommended component for the successful completion of this complex project.

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

The not-to-exceed fee of \$100,000.00. is fully funded from budget account 101-4303-543-6300, Project # TR1502 (Truman Waterfront Amphitheater). The proposed fee is fair and reasonable for the anticipated services required. Work will be performed in accordance with estimated fees and hourly rates established in the attached proposal.

RECOMMENDATION

Subject to LRA award of the general construction contract, Engineering Services staff recommends the LRA Approve Change Order # 2 to Purchase Order P080828 in the amount of \$100,000.00 for Bermello Ajamil and Partners, Inc. to provide Construction Administration Services during construction of Truman Waterfront Park Amphitheater and authorize the City Manager to execute necessary documents.