

Memorandum

To: Jim Scholl City Manager

CC: Greg Veliz, Jim Bouquet

From: Terrence Justice - Engineering

Date: August 22, 2017

Re: Emergency Procurement – Project OM19001602 Mole Pier Entry Control Point (ECP)

Change Order #6 to the existing contract with D.L. Porter Constructors, Inc. (DLP) is for construction of a new Entry Control Point (ECP) at the Navy's Port Operations facility at Truman Annex and increases DLP's contract value by \$586,727.

This action was requested by the NASKW and authorized by the attached RECO endorsement letter 11011 AMS1A/0097 dated August 15, 2017, providing up to \$586,250 of in-kind funds for the construction of the ECP.

The attached Executive Summary recommends approval of budget transfers and procurement to satisfy the aforementioned Navy request.

I request that the City Manager approve this emergency procurement, to be ratified by presentation to the Naval Properties Local Redevelopment Authority (LRA) at the earliest opportunity. The basis for declaring this an emergency procurement situation is detailed as follows:

- To prevent undue delays in completion of the amphitheater, relocation of the Navy ECP has become urgent due to the delay in the Navy acquiring the necessary land parcel from FDEP.
- Direct award of this work to DLP on a sole-source basis will expedite construction of the ECP
- Time is of the essence as a delay could lead to significant added costs to the amphitheater project.

By signature of the City Manager, this situation is declared to warrant emergency procurement as allowed for by Section 2-797 subpart 2 of the Municipal Code of the City of Key West.



Authorized Signature – City Manager



Date