



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041 (305) 809-3883

Executive Summary

TO: Jim Scholl, City Manager

FROM: Kreed Howell, Senior Construction Manager

CC: Greg Veliz, Mark Finigan

DATE: March 20, 2018

RE: Procurement of Tectum Acoustical Panels for the Frederick Douglass Gym

ACTION STATEMENT:

Approve the competitive bidding exemption, Key West Code of Ordinances Section 2-797 (4) Exempt Contractual Services, in the Best Interest of the City, and award procurement of Tectum Acoustical Ceiling Panels to Foundation Building Materials in the amount of \$22,600.00.

BACKGROUND:

Resolution 16-198 of the City Commission of the City of Key West awarded D.L. Porter Constructors, Inc. (Porter) the contract for renovation of the Frederick Douglass Recreation Center (Gym). Consistent with reconstruction of an existing 90-year-old structure Porter encountered items that have deteriorated beyond effectiveness. Specifically, the Construction Documents state *“existing acoustical ceiling tiles to be removed, covered and protected”*. Following tile removal, Porter notified the City of severe termite damage to the wood frame of each panel. Further investigation found the padding/insulation that gave the panels their acoustical properties had disintegrated and no longer effective.

During the renovation, Staff recommended the disposal of the degraded panels and a determination of the need for new panels would be made after construction. The Gym officially opened to the public on February 17, 2018 and, during that time and present, users requested and Staff concurred a definite need for acoustical panels in the Gym. Following discussions with the project Architect of Record, Staff proposed installing 6,000 square feet to Tectum acoustical panels beneath the Gym ceiling.

To facilitate a timely resolution to the excessive noise volume and to minimize delays to the gym activities, an exemption to competitive bidding in the best interest of the City was recommended. Three (3) supplier/distributor quotes were solicited based on the specifications recommended by the Architect and an estimated square footage of 6000 square feet.

MEMORANDUM

The following quotes were obtained (see attached):

	<u>Lump Sum</u>
1. Marjam Supply Company	\$24,865.10
2. Foundation Building Materials (FBM)	\$22,600.00
3. Manley DeBoer	\$32,628.00

Based on review of the received quotes and discussions with the Architect, City staff recommends FBM.

City Facilities Maintenance staff will install the panels following procurement.

PURPOSE AND JUSTIFICATION:

Approval of this award and procurement of the acoustical panels for the Frederick Douglass Gymnasium aligns with elements of several stated goals of the City's Strategic Plan including:

- Infrastructure Goal #4 – *Long term sustainability of the City's hard assets.*
- Quality of Life Goal #1 – *Community health care concerns are identified and addressed.*

FINANCIAL ISSUES

Project dedicated funds for this procurement in the amount of \$22,600.00 are available under Account #3031900 5196200 (Project PR 1206). Currently there are sufficient unencumbered funds available in the project account.

RECOMMENDATION

Staff recommends approving the competitive bidding exemption, Key West Code of Ordinances Section 2-797 (4) Exempt Contractual Services, in the Best Interest of the City, and award procurement of Tectum Acoustical Ceiling Panels to Foundation Building Materials in the amount of \$22,600.00.