



THE CITY OF KEY WEST  
Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

## EXECUTIVE SUMMARY

---

**Date:** May 6, 2021

**To:** Patti McLauchlin, Interim City Manager

**From:** Kelly Crowe, P.E., City Engineer

**Cc:** Mark Finigan, Finance Director  
Todd Stoughton, Interim Assistant City Manager  
Steve McAlearney, Engineering Director

**Subject:** **Amendment #1:** Design Task Order for Pavement and Right-of-Way Improvements to Front, Whitehead and Duval Streets

### **Action Statement**

Authorize Interim City Manager to approve an amendment to Task Order 1-20 with CH2M Hill, Inc. (CH2M) in the amount of \$59,201 for design of Pavement and Right of Way Improvements to Whitehead, Duval and Front Streets. Approve any necessary budget transfers.

### **Background**

Per Resolution 19-366, the City of Key West entered into a task order with CH2M for design services related to the improvements for Duval, Whitehead and Front Streets. The original task order amount is \$243,312.

During the design phase, due to the COVID-19 shut down of US-1; staff was directed to begin construction activity on Duval as soon as possible since conflicts with business operations and public safety would be minimized. Staff procured a contractor through the 2017 Right of Way contract and began construction in late March 2020.

The decision to begin the Duval portion of the project changed the characteristics of the design effort. The Duval portion of the project transitioned to a design-build model of project where the project design was performed concurrently with the construction activity. Typically, projects of similar scope go through the design-bid-build process where the plans are completed prior to construction then as construction activity starts, a new design phase known as "post design services" is entered into. The purpose of post design services is to resolve unforeseen conditions and provide

support to the contractor. By transitioning to a design-build model, post design services were an additional service to the original scope. The cost of the additional services related to the Duval Street construction is **\$30,519** and is summarized as items 2,3,4a and 4b on Page 3 of Amendment #1.

There was also an increase in cost associated with the design of Whitehead Street and Front Street. The additional design consisted of:

- Additional coordination with the Florida Keys Aqueduct Authority (FKAA) in conjunction with their water line replacement project
- Signalization design
- Increased the total number of plan sheets
- Additional drainage design along Front Street

The cost of the additional services related to the design for Whitehead and Front Streets is **\$28,682** and is summarized as items 1,5,6 and 7 on Page 3 of Amendment #1. The total cost of Amendment #1 is **\$59,201** bringing the total cost of the task order to **\$302,513** which is an increase of 24%.

### **Purpose and Justification**

The total construction cost for Whitehead and Front Streets is estimated to be approximately \$2,000,000. Duval Street, which was completed in June 2020 cost approximately \$970,000 which brings the total construction cost estimate to approximately \$3,000,000 for all three streets. With Amendment #1 included, the total design fee of \$302,513 is approximately 10% of the total construction cost estimate and is considered reasonable in terms of industry standards.

This project supports the Key West Strategic Plan Infrastructure Goal #1: *A transportation system which is aesthetically attractive, functional, efficient, safer and environmentally sensitive.*

### **Financial Issues**

The original design is funded from account #102-4102-541-6300 (Internal Improvements/Streets), Project Code II41021902. Funds for the amendment will be used from account #102-4102-541-6300 (Internal Improvements/Streets), Project Code II41022002.

### **Recommendation**

Staff recommends authorizing the Interim City Manager to approve of Amendment #1 to Task Order 20-1 to CH2M in the amount of \$59,201 for Pavement and Right-of-Way Improvements to Front, Whitehead and Duval Streets and approving any necessary budget transfers.