



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

MEMORANDUM

EXECUTIVE SUMMARY

TO: Jim Scholl, City Manager
E. David Fernandez, Asst. City Manager – Operations

FROM: Jay Gewin, Utilities Manager

DATE: July 15, 2011

RE: **Approval and Authorization to Execute Modification Number One to Contract No. 11HM-2V-11-54-02-004 with the Florida Division of Emergency Management to Reinstate and Extend the Period of Performance of the East Front Street Flood Mitigation Drainage Area Project Phase I Agreement to April 15, 2012**

ACTION STATEMENT:

This resolution will approve Modification Number One to reinstate and extend the period of performance of the East Front Street Flood Mitigation Drainage Project Phase I Agreement for the design of drainage improvements in the East Front Street basin (Contract number 11HM-2V-11-54-02-004) to April 15, 2012.

BACKGROUND:

The City entered into a grant agreement with the State of Florida Division of Emergency Management/FEMA on May 25, 2011 (Resolution 11-123) for the design of drainage improvements in the East Front Street area.

The Phase I period of agreement began on August 12, 2010 and ends August 15, 2011. The agreement amount is \$148,094 (including \$4,821 in administrative costs) with a City match of \$47,758.

PURPOSE AND JUSTIFICATION

City Staff is requesting approval of Modification Number One so that the agreement can be reinstated and an extension to April 15, 2012 approved.

Key to the Caribbean – Average yearly temperature 77° F.

The time extension will allow the City to complete the Stormwater Master Plan already in development and incorporate the resulting data from the Master Plan into the design of the East Front Street Drainage Project.

OPTIONS / ADVANTAGES / DISADVANTAGES:

1. The City Commission can approve and authorize the execution of Modification Number One. This will allow additional time to complete the Stormwater Master Plan and incorporate information from the Master Plan into the East Front Street Drainage Project.
2. The City Commission can reject Modification Number One. With this option, the Phase I period of agreement will not be extended. Data from the Stormwater Master Plan will not be incorporated into the East Front Street Drainage project. In addition, without the extension there will not be sufficient time to complete the design. Ultimately, the funding would not be available if design is not completed by August 15, 2011 (the current deadline for Phase I deliverables).

FINANCIAL IMPACT:

With Modification Number One approved, the period of performance will be extended to April 15, 2012 with no additional financial impact to the funding already approved with Resolution 11-123 (approval of Contract Number 11HM-2V-11-54-02-004). Without this extension, the City would have insufficient time to complete the future engineered design of the stormwater improvements.

RECOMMENDATION:

Staff recommends that the City Commission select option 1, approving Modification Number One to extend the Phase I period of agreement to April 15, 2012.

JG/cds