



THE CITY OF KEY WEST

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

EMERGENCY DECLARATION

To: Bogdan Vitas, City Manager

CC: David Fernandez
Marilyn Wilbarger

From: John Paul Castro, Operations Manager – Key West Bight

Effective Date: September 4th, 2012

Action Statement: Request approval of Bob Vitas, City Manager, to approve Amendment No. 1 of task order No. 5 from Chen Moore and Associates to provide bidding services to the Schooner Wharf Rebuild project for \$7,245.00

Ordinance:

Pursuant to Sec. 2-797 of the City of Key West Code of Ordinances, the Emergency Procurement procedure the City Manager may make emergency procurement to approve contractual services where the cost exceeds \$20,000 when there exists a present threat to public health, property, and safety.

Justification:

The current structure at Schooner Wharf has been under design since April of 2011. From meetings with the tenant City Staff set a construction schedule from September to December to make necessary repairs that would not interfere with the high season of the tenants business. The time from initial design to complete construction drawings left a small window for City staff to advertise the project, acquire approvals, and execute a contract in enough time to start and finish the construction in the time specified. A delay would cause the project to move back one year.

The difficulty of the project and investigations necessary for the foundation and electrical systems along with the tenants busy event schedule led to an above average number of RFI's from bidding contractors. Most of the questions and clarifications were technical, resulting in the engineer/architect creating revisions to the construction documents.

The task order is pursuant to the general services pricing the City has contracted with Chen Moore and Associates (resolution 10-288). The bidding service is an Amendment to the original task order No. 5 from CM&A (resolution 11-114) for \$58,618.

MEMORANDUM

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

Recommendation:

Staff recommends Bogdan Vitas, City Manager, to approve amendment No.1 to task order No.5 from Chen Moore and Associates in the amount of \$7,245 for construction bidding services on an emergency procurement basis due to the critical timing of this project.

E David Fernandez

9-5-12

Actg City Manager Signature

Date