



THE CITY OF KEY WEST

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MEMORANDUM

EXECUTIVE SUMMARY

TO: Jim Scholl, City Manager
Sarah Spurlock, Assistant City Manager
Greg Veliz, Assistant City Manager

CC: John Paul Castro, Utilities Director

FROM: Carolyn Sheldon, Senior Grants Administrator

DATE: January 2, 2015

RE: **Approval and authorization for City Manager to execute the attached "Modification to Subgrant Agreement between the Division of Emergency Management and City of Key West" Contract No. 14HM-2V-11-54-02-446 (Project No. 1539-047-R) to extend the period of performance of the East Front Street Drainage Project to December 18, 2015. Acknowledgement of new contract number 14HM-2V-11-54-02-446 from previous contract number 14HM-2V-11-54-02-XXX.**

ACTION STATEMENT:

This resolution will approve and authorize the City Manager to execute the attached Modification Number One to the Subgrant Agreement between the Florida Division of Emergency Management (FDEM) and the City of Key West Contract No. 14HM-2V-11-54-02-446 (Project No. 1539-047-R) to extend the period of performance of the East Front Street Drainage Project to December 18, 2015 and acknowledge the new contract number 14HM-2V-11-54-02-446 from previous contract number 14HM-2V-11-54-02-XXX.

BACKGROUND:

The City entered into a grant agreement with the State of Florida Division of Emergency Management/FEMA on April 14, 2014 (Resolution 14-065, March 4, 2014) for the construction of drainage improvements in the East Front Street area. The period of performance end date prior to Modification Number One is July 18, 2015.

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

The East Front Street Drainage Project includes the construction of 5 stormwater gravity injection wells, stormwater drainage system along Front Street and Wall Street, new outfall at Mallory Square, abandonment of existing outfall at the Key West Aquarium, and replacement of 32 inlets located along Duval Street from the foot of Duval Street to Front Street.

PURPOSE AND JUSTIFICATION:

An extension to the period of performance was requested by the City to allow the contractor to perform certain portions of the project after tourist season. The City and the contractor have diligently coordinated construction activities to reduce the economic impact to businesses in the project area. Due to the location of the East Front Street Drainage Project, it will be a challenge to complete major construction activities such as the mainline pipe and structure installation along Duval Street, baffle box installation at Mallory Square where the cruise ships dock and asphalt restoration due to the congested work area. Having the time extension in place will greatly assist in the completion of the project.

The City of Key West's Stormwater fund is heavily grant-dependent. The fund has been very aggressive and successful at pursuing state and federal grants over time, and many of our improvements would not be possible without grant assistance.

OPTIONS / ADVANTAGES / DISADVANTAGES:

1. The City Commission can approve and authorize the City Manager to execute Modification Number One to Contract No. 14HM-2V-11-54-02-446 with the Florida Division of Emergency Management to extend the period of performance of the East Front Street Drainage Project to December 18, 2015 allowing additional time for the contractor to perform certain portions of the project after tourist season to reduce the economic impact to businesses in the project area.
2. The City Commission can reject the approval and authorization to execute Modification Number One. With this option, the East Front Street Drainage Project must be completed by July 18, 2015 giving no time to reduce economic impacts on businesses in the project area.

FINANCIAL IMPACT:

With the approval of Modification Number One, the period of performance will be extended to December 18, 2015 with no financial impact to grant funding already budgeted.

RECOMMENDATION:

Staff recommends that the City Commission select Option 1, approve and authorize the City Manager to execute the attached Modification Number One to Contract No. 14HM-2V-11-54-02-446 with the Florida Division of Emergency Management for the East Front Street Drainage Project.