



THE CITY OF KEY WEST

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EXECUTIVE SUMMARY

TO: Key West Bight Management Board

FROM: Doug Bradshaw, Director of Port and Marine Services

CC: Jim Scholl, City Manager
Sarah Spurlock, Assistant City Manager
Greg Veliz, Assistant City Manager
Jim Bouquet, P.E., Engineering Director

DATE: May 27, 2016

SUBJECT: Recommending to the City of Key West Caroline Street and Bahama Village Community Redevelopment Agency (CRA) to Approve or Disapprove Preparation of Design-Build Criteria Documents for Construction of a Parking Garage at 609 Greene Street (Conch Republic Seafood Company Lot)

ACTION STATEMENT:

Recommend to the CRA approval or disapproval of the Walker Parking Consultants task order for schematic design, preparation of design/build criteria documents and bidding period services in the amount of \$178,910.00 to support construction of a new parking garage at 609 Greene Street. Approve necessary budget transfers/amendments.

BACKGROUND:

The City Commission Resolution 14-325 directed staff to commence the process for developing two parking garages to be located in Old Town Key West. Proposed garage locations are at 609 Greene Street and 616 Simonton Street. For each location, a multi-level parking garage is to be constructed in a manner that is economical and honors the historic district in which it lies.

A Request for Qualifications (RFQ) No. 15-001 solicited firms interested and qualified to prepare Design-Build Criteria Documents for the parking garages. On February 5, 2015, a selection committee of City staff ranked responsive proposals and selected Walker Parking Consultants (Walker), the highest scored ranking response. The selection of Walker was approved by City Commission under Resolution 15-088. The contract between the City and Walker was executed on April 2, 2015.

During the April 5, 2016 City Commission meeting, Staff was requested to bring before the Commission a resolution to construct a parking garage at 609 Greene Street. To support this request, Staff requested Walker to prepare a Task Order proposal to develop design/build

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

EXECUTIVE SUMMARY

criteria documents to facilitate construction of a new garage at this location. In their revised proposal dated April 22, 2016, Walker provided a scope of work and associated fee to perform the following:

Phase I – Schematic Design and Preparation of Design/Build Criteria Documents

Phase II – Bidding Phase & Design/Build Submittal Evaluation

As indicated in the attached Walker Proposal, Phases I and II consist of the following tasks:

1. Establish the project requirements, budget and overall schedule.
2. Conduct the topographic site survey and geotechnical investigation.
3. Develop and evaluate alternative functional designs for the parking structure and, in conjunction with the City, select the preferred functional design.
4. Meet with governing agencies (City Planning, Development Review Committee, Historic Architectural Review Committee (HARC), Tree Commission, Key West Bight Board, Fire Department, etc.) and the Chief Building Official.
5. Review active and passive security features and determine the desired level of security.
6. Review alternative structural systems and provide a recommendation.
7. Review life cycle costs of various lighting systems and establish required lighting levels.
8. Prepare schematic drawings defining the building dimensions, vehicular circulation, parking layout, stair/elevator tower locations, floor to floor dimensions, graphics, allowable shear wall locations, suggested architectural treatment of the façade and typical details for acceptable architectural structure, mechanical and electrical systems.
9. Prepare design/build criteria documents including demolition plan, specifications describing minimum standards, acceptable materials and acceptable manufacturers for critical components. The City's standard front end documents will be incorporated into the specifications.
10. Establish parameters and concepts to support applications and approval packages for Planning Board, HARC, Tree Commission and City Commission approvals.
11. Provide an opinion on the estimate of probable cost of construction.
12. Attend a City Commission meeting to present design-build criteria and parking garage concept.
13. Assist City representatives in developing an Invitation to Bid (ITB) for design-build construction.
14. Attend a pre-bid conference to answer questions and clarify intent of the scope documents.
15. Review design/build proposals for conformance with criteria scope documents.
16. Attend interviews and assist in selecting a design/build team.
17. Attend a City Commission meeting to support selection of recommended design-build team.

PURPOSE AND JUSTIFICATION:

The City Commission directed Engineering Services staff to facilitate the construction of a parking garage located at 609 Greene Street.

FINANCIAL IMPACT

The total fee to complete this Task Order proposal is \$178,910.00. The hourly rates, total fee and the mix of labor hours for the labor categories are acceptable based on staff's professional opinion. Partial funding for this design fee will be proposed in the FY 2016-2017 budget, specifically

\$110,000. The Commission previously prefunded \$90,000 of design effort from Key West Bight funds. Approval of the task order would require additional funding from the Key West Bight either by a budget transfer from reserves if completed this budget year or an increase to the current funding in next years budget.

The overriding consideration when approving this design effort should be the overall potential funding requirement for the construction of a multilevel parking structure, estimated at \$4.4M. Possible funding sources include Infrastructure (101) and/or the Key West Bight (405). Please note that the expenditure of an estimated \$4.4M in construction cost over a projected 24 month project buildout will certainly impact approved General Government and/or Key West Bight capital projects, as well as potentially require the elimination or delay of other programmed capital projects.

Other funding options include a bonding issuance, conventional debt financing or a public/private partnership, each requiring further City Commission action.

RECOMMENDATION

The Key West Bight Board should recommend to the CRA approval or disapproval of the Walker Parking Consultants task order for schematic design, preparation of design/build criteria documents and bidding period services in the amount of \$178,910.00 to support construction of a new parking garage at 609 Greene Street.