



THE CITY OF KEY WEST

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

MEMORANDUM

To: Jim Scholl, City Manager

From: Kreed Howell, Senior Construction Manager

Cc: Greg Veliz, Assistant City Manager

Date: 1 May 2017

Subject: Task Order approval for the Design of a New Air Conditioning System and Electrical Services for the Gymnasium at Glynn Archer School.

Action Statement

Approve Task Order 17-01.1 for *the Design of a New Air Conditioning System and Electric Services* to William P. Horn Architect, PA, in the amount of \$9,825.00. Authorize City Manager to execute the Task Order and necessary documents.

Background

Resolution 17-069 of the City Commission of the City of Key West approved Task Order 17-01 for William P. Horn Architect, P.A. (Horn) to provide architectural services for the *Gymnasium at Glynn Archer School, Roof and Window Replacement Project*. The original Task Order for the lump sum fee of \$39,475.00.

At the City's request, Horn subsequently submitted Task Order 17-01.1 for the *Design of a New Air Conditioning System and Additional Electric Services*. Task Order 17-01.1 will increase the services fee by \$9,825.00 for a total lump sum fee of \$49,300.00.

Purpose and Justification

The proposed design of the new air conditioning system and upgraded electrical service is consistent with the ongoing roof and window replacement project and will facilitate year-round future use(s) of the structure.

This project supports the Key West Strategic Plan including meeting Infrastructure Goal #4 *Long term sustainability of the City's hard assets*.

Financial Impact

This design expenditure is fully funded under budget account 101-1900-519-6300 / Project Number IS19001701. Upon approval, Purchase Order P083816 will be increased by \$9,825.00

Key to the Caribbean – average yearly temperature 77 ° Fahrenheit.



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for a total lump sum fee of \$49,300.00. Work will be performed in accordance with Horn's General Architectural Services Agreement with the City (Resolution 14-307).

Staff has reviewed Task Order 17-01.1 and determined the fee fair and responsible for the services to be provided.

Recommendation

Staff recommends approving Task Order 17-01.1 for *the Design of a New Air Conditioning System and Electric Services* to William P. Horn Architect, PA, in the amount of \$9,825.00 and authorizing the City Manager to execute the task order and necessary documents.

MEMORANDUM