



THE CITY OF KEY WEST

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MEMORANDUM

EXECUTIVE SUMMARY

TO: Bob Vitas, City Manager
E. David Fernandez, Asst. City Manager - Operations

FROM: Terrence Justice, Engineering

DATE: September 4, 2012

RE: **Approval of a Task Order 7-12 Ports from CH2M Hill in the Amount of \$49,350 for Engineering Services for the Design and Preparation of Bid Documents for Mole Pier Floating Dock and Fueling Station.**

ACTION STATEMENT:

This resolution will approve Task Order 7-12-Ports from CH2M Hill in the amount of \$49,350 for engineering services for the Design and Preparation of Bid Documents for Mole Pier Floating Dock and Fueling Station.

The agreement will be executed pursuant to F.S. 287.055 (CCNA), City Code 2-841, and the City's contract with CH2M Hill approved by Resolution # 07-331 and extended and amended through Resolution 10-287.

BACKGROUND:

In lieu of rent payments to the Navy for the use of the Mole pier, the CITY has agreed to perform certain In-Kind Projects. Task Order 7-12-Ports Mole Pier Floating Dock and Fueling Station was requested by the Navy as indicated in the attached In-Kind request letter.

The proposed cost for this project submitted by CH2M Hill is within the Not-to-Exceed budget as specified by the Navy's In-Kind request letter.

PURPOSE AND JUSTIFICATION

This project is in conformance with the Lease Agreement N62467-03-RP-00077 between the City and the U.S. Navy as approved by Resolution 03-138 and has been requested by the Navy via In-Kind Letter approving Ser PR712/786 dated 6 March 2012..

OPTIONS:

1. The City Commission can award the task order to CH2M Hill and proceed with the Mole Pier Fueling Station and Floating Dock design project.
2. The City Commission can decline the task order from CH2M Hill. This option is not recommended by Staff, as the City will be denying the Navy previously agreed-upon services.

FINANCIAL IMPACT:

Budget Transfer: Funds in the amount of \$49,350 will be moved from the Navy Reserves Account #602-1900-519-9800 to Navy Repairs and Maintenance Account #602-1900-519-4600 and used to fund project number OM1207.

RECOMMENDATION:

Staff recommends that the City Commission select option 1, approving task order 7-12-Ports from CH2M Hill in the amount of \$49,350 for the engineering services for the Design and Preparation of Bid Documents for Mole Pier Floating Dock and Fueling Station.