



## THE CITY OF KEY WEST

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

MEMORANDUM

### EXECUTIVE SUMMARY

**Date:** May 12, 2014

**To:** Bob Vitas, City Manager

**From:** Karen Olson, Special Projects Designer

**CC:** David Fernandez, ACM  
Jim Bouquet, Engineering Services Director

**Subject:** **Approving Work Order to DN Higgins, Inc. under the General Services Contract for ADA sidewalk/ walkway at Bill Butler Park in the amount of \$41,034.**

#### Action Statement

This Resolution would approve a Work Order to DN Higgins, Inc. under the General Services Contract for ADA sidewalk/ walkway at Bill Butler Park in the amount of \$41,034.

#### Background

The City maintains the General Services Contract which is competitively bid for the purpose of general installation, repair and replacement of storm and sanitary sewer systems, installation of storm water gravity injection wells, paving, sidewalks and other miscellaneous municipal work. As the City establishes locations and scopes of work, where repairs are necessary, Work Orders are issued.

Resolutions 10-319 and 10-320, dated November 3, 2010, awarded DN Higgins, Inc. and Charley Toppino & Sons, Inc. three year General Services Contracts. The two year contract extension option for DN Higgins, Inc. was approved by resolution 13-314.

The improvement and maintenance of City infrastructure is critical to meeting the current and future needs of the citizens of Key West. The City's goal is to maintain the City's hard assets. (Strategic Plan "Infrastructure" goal 4)

### **Purpose and Justification**

The City has been working to improve conditions within Bill Butler Park. Trees have been pruned, sidewalks repaired, playground equipment and fencing installed. In addition an ADA complaint was filed requesting access to and through the park from Galveston Lane and Elizabeth Street access sidewalk.

The work proposed will include a sidewalk crossing Galveston Lane, attaching the existing "Elizabeth" sidewalk to the park. Through the park a flexi-pave walkway will be installed to attach to the existing sidewalk within the park. This improvement will require three trees to be relocated within the park and one tree to be removed. There will also be pavement markings and signage installed per the attached plan.

The proposed work will provide ADA compliance through the park from Galveston Lane. DN Higgins, Inc. has submitted a proposal, dated May 12, 2014, in the amount of \$37,534 to complete the sidewalk/ walkway installation. City staff recommends adding an additional \$3,500 allowance to cover any unforeseen conditions for a total Work Order amount of \$41,034.

### **Options**

- Option #1** Approve the Work Order to DN Higgins, Inc. under the General Services Contract for sidewalk/ walkway installation in the amount of \$41,034.
- Option #2** Do not approve a Work Order to DN Higgins, Inc. under the General Services Contract for sidewalk/ walkway installation. The City will not have ADA compliance from Galveston Lane.

### **Financial Issues**

Funds will be used from the Internal Improvement Fund account #102-4102-541-6300 (EN1303). Upon approval, a purchase order will be issued to DN Higgins, Inc. in the amount of \$41,034. The additional \$3,500.00 allowance will not be paid out unless needed for unforeseen conditions.

### **Recommendation**

Approve a Work Order to DN Higgins, Inc. under the General Services Contract for sidewalk/ walkway installation in the amount of \$41,034.