



# EXECUTIVE SUMMARY

**TO:** CRA

**FROM:** Mark Tait

**CC:** David Fernandez, Marilyn Wilbarger

**DATE:** May 5, 2013

**SUBJECT:** Trash and Litter Pickup at the City Marinas

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**ACTION STATEMENT:** The purpose of this item is authorize a month to month extension of the contract authorized per Resolution 08-51 for continued payment to MARC House for the emptying of common area trash cans and pick up ground litter from the City Marinas on a month to month basis until a new contract is in place for that function. It is anticipated a new contract will be in place no later than July 31<sup>st</sup> 2013.

**BACKGROUND:** In March 2008 RFP #15-0007 Routine Grounds Maintenance and/or Trash Removal Key West Bight / City Marina was awarded to MARC House in the form of Resolution 08-051. The contract between the City of Key West and MARC House was for three years with the city having the option to renew the contract for an additional two years under the same terms. In 2011 the city exercised the option and the contract expired in March of 2013. ITB #13-018-S is open to public bidding and staff expects to bring a recommendation of award for the ITB to the City Commission / CRA in June 2013. Staff is requesting that MARC House be allowed to continue emptying the garbage cans and picking up ground litter at both marinas on a month to month basis on the same terms of the expired contract until the award of ITB #13-018-S is made by the City Commission / CRA.

**OPTIONS/ ADVANTAGES/ DISADVANTAGES:**

1. The City Commission / CRA can approve a month to month extension of Resolution 08-051 until an award is determined for ITB #13-018-S.
2. The City Commission / CRA can elect not to approve a month to month extension of Resolution 08-051.
  - Allowing MARC House to continue for the next two months will allow the ITB process to run its course, after which staff will bring the most responsive bidder to the City Commission / CRA for award of the ITB.
  - Maintenance personnel at the Key West Bight and City Marina could take over MARC House's duties in the interim but this would seriously hinder their main responsibilities of performing maintenance duties throughout the marina properties.

**FINANCIAL IMPACT:** Payment for services on a month to month basis will continue pursuant to the existing contract until an award determination is made for ITB #13-018-S. Money is budgeted at both marinas in the amount of \$2310.00 per month at Key West Bight and \$1,155.00 at City Marina to pay for this extension.

**RECOMMENDATION:** Staff recommends that the City Commission / CRA approve the month to month extension until an award determination is made for ITB #13-018-S.

**ATTACHMENTS:**  
Resolution 08-051  
Existing Contract