



THE CITY OF KEY WEST
1300 White Street, Key West, FL 33040 (305) 809-3792

EXECUTIVE SUMMARY

TO: Greg Veliz, City Manager
FROM: Ian McDowell, E.I., Assistant Engineer
CC: Steve McAlearney, Director of Engineering
DATE: November 21, 2019
SUBJECT: Greene Street Sidewalk and Paving Improvements

ACTION STATEMENT

Authorize the City Manager to approve Change Order for Greene Street sidewalk and paving improvements. This Change Order for \$5,830.00 expands the current design scope of Stantec Consulting Services, Inc. (Stantec) to include an additional 300 LF to include Fitzpatrick Street to Whitehead Street. Approve any necessary budget transfers. No change in contract time.

BACKGROUND

Stantec was requested by the City to prepare a proposal for design services in accordance with their General Engineering Services Agreement with the City (Resolution 17-207).

In July 2019, Resolution 19-203 authorized a design task order to Stantec for Greene Street sidewalk and paving improvements from Whitehead Street to Elizabeth Street in an amount not to exceed \$50,497.00. However, the scope of the June 2019 task order included in the resolution was for Greene Street from Fitzpatrick Street to Elizabeth Street. This was noted after survey was received, and an additional services proposal was requested from Stantec.



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Purpose and Justification

Greene Street is to be repaved and rehabilitated from Whitehead Street to Elizabeth Street to improve safety. Curb ramps will be brought into compliance with current standards as required by Title II of the Americans with Disabilities Act in conjunction with mill and pave projects.

This change order will address the original intent of the Engineering Department for sidewalk and paving improvements to include Greene Street from Elizabeth to Whitehead. The remainder of Greene Street is to be included in a separate Clinton Square Park project.

Financial Issues

Staff reviewed the hours allotted to this portion in the first two additional services proposals received and determined they were not acceptable. After discussion, Stantec revised and reduced the additional services proposal from the original amount of \$9,622.00 to acceptable amount of \$5,830.00.

Funds for design will be used from account #102-4102-541-6300, Project Number II41021902, Repaving. Upon approval, the purchase order issued to Stantec, for the not-to-exceed fee of \$50,497, will be amended to \$56,327.

Recommendation

Staff recommends authorizing City Manager approval of a Design Change Order for the Greene Street Sidewalk and Paving Improvements to Stantec in the amount of \$5,830.00.