



## THE CITY OF KEY WEST

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

MEMORANDUM

**TO:** Jim Scholl, City Manager  
**FROM:** Greg Veliz, Community Services Director  
**VIA:** David Fernandez, Assistant City Manager- Operations  
**DATE:** January 26, 2011  
**SUBJECT:** Approve contract for Park Enhancement (Nelson English/Willie Ward)

**ACTION STATEMENT:** Resolution authorizing the City Manager to enter into a contract with mbi|2km Architecture, Inc. for design, engineering and construction management services of the Park Enhancement Project (Nelson English/ Willie Ward) in an amount not to exceed \$95,000. Services are \$50,000 for design/ engineering and \$45,000 (\$15,000 per phase) for three years of construction management.

**BACKGROUND:** In October of 2009, the City of Key West submitted a Community Redevelopment Area Application for Tax Increment Appropriation through the Community Redevelopment Agency for the Park Enhancement Project (Nelson English/ Willie Ward). The estimated cost for the project was \$585,000. City Commission Resolution 10-159 approved expenditure of the tax increment financing funds in which the City of Key West was allocated \$170,000 to begin the Park Enhancement Project (Nelson English/ Willie Ward). It would be necessary for the City of Key West to make future applications for any tax increment appropriation and to seek out alternate funding sources for remaining project funding shortfalls.

**PURPOSE & JUSTIFICATION:** On January 5, 2011 the City Commission passed Resolution 11-012 which approved the staff's RFQ 11-001 respondent short list, ranked the top three firms, and authorized negotiations with the top ranked firm and each firm thereafter until an acceptable contract is brought before the commission.

The following list is the Park Enhancement Project (Nelson English/ Willie Ward) design, engineering and construction management services expenditure breakdown:

*Key to the Caribbean - Average yearly temperature 77° F.*

	<b>Description</b>	<b>Cost</b>	<b>Funding Source</b>
Phase 1	Design Documents & Construction Management	\$65,000	TIFF (\$170,000) Remaining balance allocated for Phase 1 deliverables
Phase 2	Construction Management	\$15,000	Unfunded
Phase 3	Construction Management	\$15,000	Unfunded

**OPTIONS:**

1. City Commission can approve the proposed contract and authorize the City Manager to enter into an agreement with mbi|2km Architecture, Inc. for design, engineering and construction management services of the Park Enhancement Project (Nelson English/ Willie Ward).

City Commission can reject proposed contract with mbi|2km Architecture, Inc. for design, engineering and construction management services of the Park Enhancement Project (Nelson English/ Willie Ward) and direct staff to negotiate with the next top ranked firm as listed in the provisions of Resolution 11-012.

**FINANCIAL IMPACT:** Funding for this project is available in account 601-5502-555-63.00 under project number BV1003 for \$170,000. The negotiated total design, engineering, and construction management contract shall not exceed \$95,000.

**RECOMMENDATION:** Staff recommends approval of Option #1.