



THE CITY OF KEY WEST
Engineering Department
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EXECUTIVE SUMMARY

TO: Bob Vitas, City Manager
E. David Fernandez, Asst. City Manager - Operations
Mark Finigan, Asst. City Manager – Administration

FROM: Doug Bradshaw, Director Port and Marina Services

DATE: October 24, 2013

RE: **Approval of a Task Order 12.0D01.B from Hayes Cumming Architects in the amount of \$199,720 for complete architectural services including concept development, environmental testing, program development, preparation of record drawings, selective demolition design, full design and construction documents, bidding, and construction oversight of the Frederick Douglass Community Center.**

ACTION STATEMENT:

Approval of this Task Order 12.0D01.B from Hayes Cumming Architects in the amount of \$199,720 will allow for complete architectural services of the Frederick Douglass Community Center.

The agreement will be executed pursuant to F.S. 287.055 (CCNA), City Code 2-841, and the City's contract with Hayes Cumming Architects approved by Resolution # 12-220. This falls under Infrastructure Goal#4 of the 2011 Strategic Plan which is the long term sustainability of the City's hard assets.

PURPOSE AND JUSTIFICATION

The City of Key West is in the process of assessing the condition and functionality of the Frederick Douglass Community Center. Hayes Cumming Architects undertook a study in order to fully determine the condition of the structures and the property. That condition assessment is attached. The report indicated that the gymnasium is in fairly good condition with the original side structure needing to be demolished (not including the remaining Roosevelt Sands Clinic). That task order's original cost was \$187,783, but involved several phases from structural assessment to conceptual drawings that the City at its option could terminate at any point once a clear direction on design was determined. This occurred at the August 20, 2013 City Commission meeting where Commissioners directed the City Manager to move forward with a plan that included roof replacement and minor renovations (window/door replacement) to the gymnasium as well as demolishing and complete replacement of the adjacent original side structure. Additionally the gymnasium will be brought up to the 2010 Florida Building Code

Key to the Caribbean – Average yearly temperature 77° F.

RESOLUTION 306120313

where applicable and cost effective. Only \$60,443 of the original task order was utilized.

The four options that were presented to City Commission were as follows:

1. Do nothing, close the building and demolish it. Anticipated costs are expected to be \$200,000 -\$250,000.
2. Allow the existing gymnasium to remain as is without any renovation. And replace the one-story portion to the west of the gymnasium with new office & restroom facilities. Anticipated costs are expected to be \$1,050,000 -\$1,210,000.
3. Given that the building is a contributing structure within the Bahama Village National Historic District provide alternative approaches to comply with the intent of the FBC and thereby extend the useful life of the building. This approach includes replacing the one-story portion to the west of the gymnasium and new office & restrooms. Anticipated costs are expected to be \$1,260,000 -\$1,410,000.
4. Bring the building into compliance with the requirements of the 2010 Florida Building Code and 2010 Florida Fire Prevention Code. Anticipated costs are expected to be \$2,360,000 -\$2,710,000.

The attached task order in the amount of \$199,720 completes the direction given by the Commission (option 3) by providing for complete architectural services including program development, concept development, environmental testing, , preparation of record drawings, selective demolition design, full design and construction documents, bidding, and construction oversight of the Frederick Douglass Community Center. The cost breakdown is as follows:

1. Preliminary Investigation/Analysis (\$15,098): This will determine how to separate the main structure and clinic building from the structure to be demolished as they all have common structural elements.
2. Phase I Hazardous Materials Assessment (\$10,000): This will identify any hazardous materials that may exist in the structures and how to properly dispose of them during demolition.
3. Preparation of Record Drawings (\$24,333): The City is unable to locate record drawings for the existing structures. In order to properly design modifications to the existing structures or incorporate new structures a full understanding of what has been constructed is needed. This is a very labor intensive exercise.
4. Minor Programming (\$3,089): The architect will work with City Staff to determine the current program needs for the new structure to be constructed.
5. Selective Demolition Drawings (\$8,425): This will be development of the bid package for removal of the one-story structure.
6. Schematic Design (\$20,825): Based on the programming for the building and the City's needs, the architect will develop several options for design and construction. This step will also include the City planning approval process.
7. Design Development (\$32,025): Based on the selection and direction provided by the City in the schematic design phase, the architect will fully develop the design and programming for all major elements of the facility as well as update cost estimates.
8. Construction Documents (\$55,675): Full construction drawings and specifications for bidding will be developed.
9. Bidding Phase Services (\$6,425): Architect will assist staff in the pre-bid conference as well as responding to all questions by bidders.

10. Construction Phase Services (\$23,825): Architect will inspect all major phases of construction, sign off on pay applications, review and approve any changes to design, respond to all requests for information from contractor, and approve final completion of the project.

The above dollar amounts reflect maximum amounts for each task. Only actual labor hours and expenses incurred will be billed to the City. Based on the numerous additional steps of the task order above the basic construction document development, staff feels the task identified and associate costs are reasonable and appropriate.

FINANCIAL IMPACT:

The complete architectural services task order as described above is \$199,720. The project is budgeted in account 303-1900-519.6200. The City has programmed approximately \$1.7 million toward the full project.

RECOMMENDATION:

Staff recommends approving Task Order 12.0D01.B from Hayes Cumming Architects in the amount of \$199,720 for complete architectural services of the Frederick Douglass Community Center.