



THE CITY OF KEY WEST

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

MEMORANDUM

TO: Jim Scholl, City Manager

Cc: Greg Veliz, Assistant City Manager
Mark Finigan, Finance Director

FROM: Steve McAlearney, Engineering Director

DATE: July 19, 2019

SUBJECT: Approve Change Order #1 to Tetra Tech Inc. for Aquarium Basin Seawall Repair

Action Statement

Requesting the City Manager approve Change Order # 1 to Tetra for additional services during construction for aquarium seawall repair in an amount not to exceed \$19,278.00.

Purpose and Justification

Aquarium seawall project contractor did not complete job by contract deadline of 3 July 2019. They are being charged liquidated damages of \$500/day. New contract completion date is 3 Aug 2019. This change order extends the Tetra contract as services during construction will be required for the additional month, as well as post-completion tasks including permit close-out and stamping of as-built drawings. City Manager authorization to exceed 5% of contract value being requested IAW City Code Sec. 2-845 (a) so as not to further delay completion of project.

Financial Issues

Project is funded from Account 001 1910 519 6500 / Project # HU1701E01. It is expected that project costs will be eligible for some level of FEMA reimbursement. Upon approval, the City will issue a change order to existing PO 087445 to Tetra increasing the purchase order amount by \$19,278.00.

City of Key West

By: JK Scholl

Date: 22 JULY 2019

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