



THE CITY OF KEY WEST

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MEMORANDUM

EXECUTIVE SUMMARY

TO: Bob Vitas, City Manager
E. David Fernandez, Asst. City Manager - Operations

FROM: Terrence Justice, Engineering

DATE: October 24, 2012

RE: **Approval of an Amendment to Task Order 7-12 Ports from CH2M Hill in the Amount of \$24,204.00 for Engineering Services for the Design and Preparation of Bid Documents for Mole Pier Floating Dock and Fueling Station.**

ACTION STATEMENT:

This resolution will approve an Amendment to Task Order 7-12-Ports from CH2M Hill, adding Task C and increasing the budget amount by \$24,204.00 for engineering services for the Design and Preparation of Bid Documents for Mole Pier Floating Dock and Fueling Station.

The agreement will be executed pursuant to F.S. 287.055 (CCNA), City Code 2-841, and the City's contract with CH2M Hill approved by Resolution # 07-331 and extended and amended through Resolution 10-287.

BACKGROUND:

In lieu of rent payments to the Navy for the use of the Mole pier, the CITY has agreed to perform certain In-Kind Projects. Task Order 7-12-Ports Mole Pier Floating Dock and Fueling Station was requested by the Navy as indicated in the attached In-Kind request letter. The Task Order was awarded to CH2M Hill by Resolution 12-266. Specifications for the Floating Dock design have since been delivered by the Navy, allowing the Task Order to be defined and budgeted for Task C.

The proposed cost for this project submitted by CH2M Hill, including this amendment, is within the Not-to-Exceed budget as specified by the Navy's In-Kind request letter.

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

PURPOSE AND JUSTIFICATION

This project is in conformance with the Lease Agreement N62467-03-RP-00077 between the City and the U.S. Navy as approved by Resolution 03-138 and has been requested by the Navy via In-Kind Letter approving Ser PR712/786 dated 6 March 2012..

OPTIONS:

1. The City Commission can approve the Amendment to Task Order 7-12 Ports, previously awarded to CH2M Hill and add Task C to the Mole Pier Fueling Station and Floating Dock design project.
2. The City Commission can decline the Amendment of Task Order 7-12 ports. This option is not recommended by Staff, as the City will be denying the Navy previously agreed-upon services.

FINANCIAL IMPACT:

Budget Transfer: Additional funds in the amount of \$24,204 will be moved from the Navy Professional Services Account #602-1900-519-3100 to Navy Repairs and Maintenance Account #602-1900-519-4600 and used to fund project number OM1207.

RECOMMENDATION:

Staff recommends that the City Commission select option 1, approving the amendment to Task Order 7-12-Ports from CH2M Hill in the amount of \$24,204 for the engineering services for the Design and Preparation of Bid Documents for Mole Pier Floating Dock and Fueling Station.