



THE CITY OF KEY WEST

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MEMORANDUM

TO: Bob Vitas, City Manager
FROM: Greg Veliz, Director of Community Services
VIA: David Fernandez, Assistant City Manager- Operations
DATE: February 28, 2014
SUBJECT: Awarding the Bid of T. Mac Wilder & Associates, LLC for Resod of the Truman Annex Sports Field.

ACTION STATEMENT: Awarding the Bid of T. Mac Wilder & Associates, LLC to Resod Truman Annex Sports Field in accordance with the terms specified in ITB #14-011 in an amount not to exceed \$96,350; Authorizing the City Manager to enter into a contract in substantial conformance with the contract documents contained in the bid package on behalf of the City of Key West; Authorizing necessary budget transfer.

BACKGROUND: Turf maintenance at all city recreation facilities is essential to provide patrons a safe environment to conduct various recreational activities. Factors such as increased usage and environment conditions have prompted the need to resod many facilities.

PURPOSE & JUSTIFICATION: On February 27, 2014 the City received two (2) bids for ITB # 14-011 Resod of the Truman Annex Sports Field: JSM Services, Inc. and T. Mac Wilder & Associates, LLC. Both firms were considered responsive. T. Mac Wilder & Associates, LLC. provided the lowest responsible and responsive bid.

OPTIONS:

1. Award for ITB # 14-011 Resod of the Truman Annex Sports Field to T. Mac Wilder & Associates, LLC.
2. Do not award ITB # 14-011 Resod of the Truman Annex Sports Field to T. Mac Wilder & Associates, LLC.

FINANCIAL IMPACT: This project is a major renovation to existing infrastructure project under Account 101-4303-543-63. The project allocation for the resod project is \$170,000. The project work consists of both contractor and city staff provided services.

The lowest responsive bid is \$96,350.00 for installation of sod and irrigation system. City staff is responsible for construction of tank and pump station

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

along with procurement of required top soil. The electrical service relocation is also the City's responsibility.

A budget transfer from 101-1900-519.94-00, General Government, Reserves to 101-4303-543.63-00/ TR140, Water Transportation, Infrastructure in the amount of \$170,000 is required.

RECOMMENDATION: Staff recommends approval of Option #1.