



THE CITY OF KEY WEST

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MEMORANDUM

EXECUTIVE SUMMARY

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

FROM: Jay Gewin, Utilities Manager

DATE: June 16, 2014

RE: **Approval of Task Order 2-14-SWR from CH2M Hill in the Amount of \$66,190 for Design, Bid Phase Services, and Construction Phase Services for the WWTP Roof Repair Project.**

ACTION STATEMENT:

This resolution will approve task order 2-14-SWR from CH2M Hill in the amount of \$66,190 for Design, Bid Phase and Construction Phase Services for the Roof Repair project at the Richard A Heyman Environmental Protection Facility (WWTP). This project will repair the facility roof for a large section of the Operations and Chlorine Buildings.

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 # 12-280.

BACKGROUND:

The roof of the Wastewater Treatment Plant on Fleming Key was heavily damaged during Hurricane Wilma in 2005. After that storm, the City replaced an eastern section of the roof at the Operations Building, and the entire roof of the Solids Building. CH2M Hill provided the design and specialty inspections during construction. However, these repairs did not include all portions of the facility roof.

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

A section of the Operations Building is experiencing leaks that need to be fixed long-term. This area is where key electrical equipment for plant operation is sited. Additionally, the former Chlorine Building where a welding shop and other work areas have been created is in poor condition and is in need of repair.

PURPOSE AND JUSTIFICATION:

The two areas in need of repair are located at the buildings shown below. It is very easy to differentiate using aerial photography which roof areas of the plant have been previously repaired:



The scope of work within the task order includes the following:

- *Detailed Design* – CH2M Hill will evaluate the existing roof conditions, and create a bid documents that include a new roof design with a lightning protection system.
- *Bid Phase Services*– CH2M Hill will run the mandatory pre-bid meeting, will published all required addenda, will review all bids, and check references.

- *Construction Phase Services*– CH2M Hill will review up to 20 shop drawings, 10 requests-for-information, perform six specialty site inspections, organize monthly meetings, and will prepare a final punchlist and perform final inspection.

The City or OMI does not have the staff available with the technical expertise required to perform this work independently. Staff has reviewed this submittal and found it consistent with the hourly rates established in the City's contract with CH2M Hill.

Further, Staff does not feel that the hours that will be billed under this task order are disproportionately allotted to higher-wage management staff. In fact, the Principal Project Manager only accounts for approximately 6.1% of the hours allotted in this task order.

There are no travel costs that will be required as part of this task order. CH2M Hill staff based here in Key West will perform all inspections.

OPTIONS / ADVANTAGES / DISADVANTAGES:

1. The City Commission can award the task order to CH2M Hill and proceed with the WWTP Roof Repair on a timely basis. The firm has successful experience working with the City on other projects of a similar technical nature, and has very capable staff to ensure successful project completion. This option is recommended by City Staff, as the neither City nor OMI have the staff available with the ability to perform the scope of work included in this task order.
2. The City Commission can decline the task order from CH2M Hill. This option is not recommended by Staff, as the City will not be able to utilize the engineering services that are essential in completing the project. City Staff believes that CH2M Hill is the firm that can best manage the WWTP Roof Repair Project of the engineering firms we have under contract.

FINANCIAL IMPACT:

The cost for this task order is not to exceed \$66,190 and is budgeted in account number 401-3503-535-65/SE1402. The City has budgeted a total of \$390,000 for the WWTP Roof Repair Project in the FY 2014 Sewer Budget.

RECOMMENDATION:

Staff recommends that the City Commission select option 1, approving task order 2-14-SWR from CH2M Hill in the amount of \$66,190 for engineering services for the WWTP Roof Repair Project.