



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041 (305) 809-3883

## EXECUTIVE SUMMARY

**TO:** Jim Scholl, City Manager  
**FROM:** Ron Wampler, CBO.  
**DATE:** January 13, 2016  
**RE:** Award of Peary Court Property Limited Building Inspection to MTCI Private Provider Services, LLC not to exceed \$30,000.00.

### ACTION STATEMENT:

Authorize the City Manager to execute an agreement awarding the Peary Court Property Limited Building Inspection to MTCI Private Provider Services, LLC not to exceed \$30,000.00. Approving any necessary budget transfers/amendments.

### BACKGROUND:

The City of Key West has a referendum in the upcoming March 2016 election (Ordinance 15-15) for voters to approve or disapprove the City negotiating the purchase and funding of the Peary Court Residential Development (Perry Court) from Peary Court Holdings, LP. To date City Staff or City vendors have performed two 15 year proforma statements, Chief Building Official's Certificate of Occupancy recommendations, a Property Ownership Certification, and two "As-Is" Market Value Appraisals. To support due diligence in this property acquisition, City Staff recommends an independent inspection, testing and consulting firm conduct a limited inspection of buildings and infrastructure.

City Staff requested a building inspection proposal from MTCI Private Provider Services, LLC who is a current provider of services to the City Building Department under Resolution 14-240. This proposal scope includes conducting inspections on 6 buildings...2 four-plexes, 3 tri-plexes and 1 duplex (19 units total). Inspections will be summarized in a consolidated report.

Subject to issuance of a purchase order to proceed on or before January 29, 2016, the

MEMORANDUM

final report will be submitted to the City not later than February 19, 2016.  
The MTCI Private Provider Services, LLC proposal dated January 13<sup>th</sup>, 2015 for performing these services attached for review.

#### **PURPOSE AND JUSTIFICATION:**

Conducting a limited property inspection of Perry Court buildings and infrastructure by an independent inspection firm is recommended as a component of the due diligence process prior to acquisition of this property.

Acquisition of the Peary Court Development aligns with several stated goals of the City's Strategic Plan including:

- Economy Goal #4 – *Invest in the development of our workforce.*
- Environment Goal #2 – *The City's built environment reflects and supports Key West values, architectural history, and mixed uses.*
- Quality of Life # 2 – *Options for housing are available to meet the needs of our population demographic.*

Pursuant to the City of Key West Code Ordinances Subpart A, Chapter 2, Article VII, Division 3, Subdivision 2, Sec. 2-797 (4) Exempt Contractual Services b. if in the opinion of the City Manager exceptional circumstances exist to exempt a purchase from the competitive bid requirements of this subdivision for the best interests of the City, he shall place a resolution before the City Commission for approval of such exemption.

#### **FINANCIAL ISSUES**

Funding this Peary Court Property Limited Inspection expenditure not to exceed \$30,000.00 requires City Commission approving a budget transfer from the FY2015-2016 Budget General Fund City Manager Contingency Account 001-1900-519.98-01 to the General Fund Professional Services Account 001-1900-519.31-00. Currently there is \$185,961 in the General Fund, City Manager Contingency Account, an account funded at \$200,000 for the entire FY 2015-16 operating period.

#### **RECOMMENDATION**

Staff recommends authorizing the City Manager to execute an agreement awarding the Peary Court Property Limited Building Inspection to MTCI Private Provider Services, LLC in the amount not to exceed \$30,000.00, including approving any necessary budget transfers/amendments.