



THE CITY OF KEY WEST
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EXECUTIVE SUMMARY

Date: May 5, 2020

To: Gregory W. Veliz, City Manager

From: Johnnie Yongue, P.E., Project Manager

Cc: Mark Finigan, Finance Director
Steve McAlearney, Engineering Director

Subject: Ratification of Second Amendment to contract with K2M Design, Inc. for Design of Frederick Douglass Gym Expansion

Action Statement

Ratification of Second Amendment to the contract with K2M Design Inc, for the design of the Frederick Douglass Gym Expansion. The Amendment was signed by the City Manager in accordance with purchasing exemption under Sec. 2-797 (2) Emergency Procurement. The Second Amendment to Contract with K2M Design, Inc., in the amount of \$29,160.00, alters design of the Frederick Douglass Gym Expansion to relocate the proposed kitchen to the first floor to improve effectiveness for culinary instruction and meal service programs.

Background

Per City Code Section 2-797(2), City Manager may approve emergency procurement in times of threat to public health and welfare, with ratification by City Commission at the next regularly scheduled meeting.

On March 9, 2020, Governor Ron Desantis enacted Executive Order Number 20-52 declaring a public health emergency in the State of Florida. On March 15, 2020, the City of Key West declared a local state of emergency in directive 2020-01, which has been extended weekly since. In order to continue design with an uncertain date of the next Commission meeting, a purchasing exemption was appropriate.

Per Resolution 19-224, K2M Design, Inc., was awarded a contract to design the Frederick Douglass Gym Expansion. Following several presentations and public workshops, additional uses were identified by the Bahama Village Redevelopment Advisory Committee, with recommendations incorporated into the scope of work via Amendment 1, approved by Resolution 20-028.

Subsequent meetings with the SOS Foundation produced recommended changes to the design which include moving the kitchen to the first floor to better accommodate culinary instruction and meal service programs. Other suggested changes include the addition of a three-compartment sink, additional space and electric for ice machine, commercial freezers, refrigerators and warming racks.

Purpose and Justification

Expansion of the Frederick Douglass Gym is aligned with Infrastructure Goals 2, 3, and 5 in the 2011 Strategic Plan, which commit the City to provide parks and recreation areas distributed throughout the community which are appropriately staffed and equipped to provide safe, healthy, and constructive recreational opportunities for children, youth, and adults.

Financial Issues

This Amendment is in the amount of \$29,160.00. The current contract price is \$278,168.00, the revised contract amount including the Second Amendment will be \$307,328.00. Design is funded from account #601-5502-555-6200 Project Code BV55021701.

Recommendation

Staff recommends ratification of Emergency Procurement per Sec. 2-797 (2) to approve the Second Amendment for the Frederick Douglass Gym Expansion with K2M Design, Inc. in the amount of \$29,160.00.