



THE CITY OF KEY WEST
Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3883

CHANGE ORDER

CHANGE ORDER NO. 03

CHANGE ORDER DESCRIPTION Storm-water Modeling Back To Traditional Curbed Design

PROJECT NAME: Southernmost Point Plaza Project

PROJECT CODE: IS19002401/101-1900-519-6300

CONTRACTOR NAME: BCC Engineering

THE FOLLOWING MODIFICATIONS TO THE CONTRACT ARE HEREBY ORDERED:
(Detail provided on additional page(s). Yes ☒ or No ☐)

CONTRACT VALUE

CONTRACT TIME (CALENDAR DAYS)

ORIGINAL CONTRACT	\$ <u>291,135.94</u>	ORIGINAL CONTRACT	<u> </u> DAYS
PREVIOUS CHANGE ORDERS	\$ <u>17,161.13</u>	PREVIOUS CHANGE ORDERS	<u> </u> DAYS
THIS CHANGE ORDER	\$ <u>15,166.58</u>	THIS CHANGE ORDER	<u> </u> DAYS
REVISED CONTRACT VALUE	\$ <u>323,463.65</u>	REVISED CONTRACT TIME	<u>0</u> DAYS

REVISED CONTRACT COMPLETION DATE: End of Construction

By:

City of Key West

Brian L. Barroso
Authorized Signature

Brian L. Barroso
Printed Name

City Manager
Title

9/8/2025
Date

By:

BCC Engineering, LLC
Contractor Name

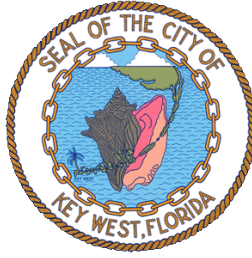
[Signature]
Authorized Signature

Victor H. Herrera
Printed Name

Senior Vice President
Title

September 9, 2025
Date

Key to the Caribbean – average yearly temperature 77 ° Fahrenheit.



MEMORANDUM

Date: September 8, 2024

To: Brian Barroso
City Manager

From: Keith Bring
Project Manager; Engineering Department

Subject: **Approving Change Order #3 for Stormwater Modeling to investigate if it is achievable to go back to a traditional curbed design of the Southernmost Point Plaza Project to BCC Engineering in The Amount of \$15,166.58**

Introduction

The Engineering Department is requesting approval of Change Order #3 to BCC Engineering in the amount of \$15,166.58 for stormwater modeling investigation to run the stormwater modeling using a traditional curbed design to see if the curbed roadway option can be achieved with minimal impact, instead of using the current proposed curb-less design with raised roadway profile.

Background

BCC Engineering's original design contract for one-way design of the Southernmost Plaza Project was \$291,135.95. After discussion between the interim City Manager at the time with the residents of the area, it was determined to adjust the roadway design back to curb-less two-way traffic which resulted in CO#1 in the amount of \$35,425.63, for those additional design efforts making the total overall design contract \$326,561.58 with the approval by City Commission of Resolution 24-155.

During the duration of the design contract, it was identified that specific scope in the existing contract was not going to be needed including attendance of public meetings, power point presentations, and meeting boards. Design scope omitted included decorative lighting throughout the landscape & irrigation design. Additional scope of services added into design in CO#2 included (SFWMD) South Florida Water Management District permitting, Utility Relocations, and design of ADA Directional Pavers throughout the project design, which resulted in a total over all deductive change order of (-18,264.50), equating to the overall contract of \$308,297.07.

Procurement

The funds for this Change Order are budgeted from Account 101-1900-519-6300 (Infrastructure Surtax), under Project IS19002401.

Recommendation

The Engineering Department recommends the approval of a Change Order #3 to BCC Engineering in the amount of \$15,166.58 to run the stormwater modeling using a traditional curbed design to see if the curbed roadway option can be achieved with minimal impact, instead of using the current proposed curb-less design with raised roadway profile. If CO#3 is approved the overall design contract with BCC Engineering will be \$323,463.65, which is below the City Commission approved contract value of \$326,561.57 from Resolution 24-155.

CHANGE ORDER #03
Southernmost Point Plaza Streetscape Project
City of Key West
RFQ 22-006

September 5, 2025

This Change Order between the City of Key West ("CITY") and BCC Engineering, LLC ("CONSULTANT") is pursuant to modifications of the roadway design at the request of the CITY as part of the Southernmost Point Plaza Streetscape Project (RFQ 22-006). The CITY has requested that the CONSULTANT run the stormwater modeling using a traditional curbed design to see if the curbed roadway option can be achieved with minimal impact, instead of using the current proposed curbless design with raised roadway profile. The additional time and effort required to make these modifications are covered in this Change Order and outlined below.

SCOPE OF SERVICES

Roadway

- Update roadway profile for curb and gutter condition.
- Update cross sections.
- Attend meeting with City to discuss components of redesign and design approach.

Drainage

- Drainage Structure locations will be moved or adjusted based on the profile and cross-slope modifications.
- ICPR Modeling will be revised based on the profile modifications. This includes RIM elevations, invert elevations of the structures, and pipe lengths.
- Attend meeting with City to discuss components of redesign and design approach.

Assumptions and Exclusions

- Scope of Services is only to perform necessary tasks to run the Stormwater Modeling to determine impacts of design changes.
- Current plan sheets will not be revised as part of this proposal.
- Utility Coordination, Lighting, Signing and Pavement Marking, and Hardscape/Landscape modifications are not anticipated and therefore not included in this proposal.

Fee and Billing

BCC will perform all services described under "SCOPE OF SERVICES" for a lump sum fee of **\$15,166.58**. See Exhibit A for fee estimate backup.

Southernmost Point Plaza Streetscape Project
City of Key West
RFQ 22-006

Billing for services performed will be monthly based on the percentage of services completed.

Attachments

- Exhibit A: Fee Estimate Backup

We appreciate this opportunity to provide these services for you. Please contact us if you have any questions.

Sincerely,

BCC ENGINEERING, LLC



Andrew List, PE,
Project Manager

WORK AUTHORIZATION

The City of Key West agrees with the above scope. **BCC Engineering, LLC** is hereby authorized to proceed.

City of Key West

Print: _____

Title: _____

Date: _____

BCC ENGINEERING, LLC

Print: _____

Title: _____

Date: _____

EXHIBIT A

Additional Scope of Services Fee Estimate Backup

9/5/2025

Task No.	Task Name	Rates	BCC Negotiated Rates																Explanation Notes (Assumptions)	
			Senior Project Manager	Project Manager	Senior Project Engineer	Project Engineer	Engineering Intern	Senior Design Technician	Design Technician	Senior CAD/Computer Technician	Utility Coordinator	Principal	Design Principal	Project Manager - Landscape Architect	Project Landscape Architect	Technical Landscape Architect/Drafting	Staff Hours By Activity	Staff Cost By Activity		Average Rate Per Task
			\$265.00	\$213.13	\$186.30	\$163.94	\$107.31	\$201.20	\$136.68	\$110.00	\$183.79	\$250.00	\$215.00	\$175.00	\$100.00	\$85.00				
1	Southernmost Point Plaza Streetscape																			
	A. Roadway		0	8	8	8	6	6	4	0	0	0	0	0	0	0	40	\$6,904.74	\$172.62	- Update roadway profile. - Update cross sections. - Attend coordination meetings with City.
	B. Drainage		5	0	2	28	0	6	4	2	0	0	0	0	0	0	47	\$8,261.84	\$175.78	- Adjust drainage structure locations per revised profile. - Revise ICPR Modeling including RIM elevations, invert elevations of structures, and pipe lengths. - Attend coordination meeting with City.
	Subtotal		5	8	10	36	6	12	8	2	0	0	0	0	0	0	87	\$15,166.58	\$174.33	
Total Staff Cost (Loaded)			\$1,325.00	\$1,705.04	\$1,863.00	\$5,901.84	\$643.86	\$2,414.40	\$1,093.44	\$220.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$15,166.58	\$174.33	