



THE CITY OF KEY WEST

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EXECUTIVE SUMMARY

Date: November 4, 2014

To: City Manager

From: J. Michael Vieux, AIA, LEED® AP BD+C

Cc: James Bouquet, P.E., Director of Engineering
Greg Veliz, Assistant City Manager
Sarah Spurlock, Assistant City Manager
Don Craig, Director of Planning
Nancy Kielman, Director of Finance

Subject: **Approval to Declare Biltmore Construction the Successful Proposer for the Construction of the New City Hall at Glynn Archer School**

Action Statement

Resolution approving Biltmore Construction the successful Proposer for the construction of New City Hall at Glynn Archer School. The City Manager is directed to negotiate a contract with the firm selected by the Commission for subsequent consideration.

Background

The 90% Construction Documents for New City Hall at Glynn Archer School were completed May 28, 2014. An updated project estimate based on those drawings was received on August 8, 2014. This estimate reported the project as exceeding the total budget by approximately \$1,800,000.

Prior to issuance of the Request for Proposal (RFP), staff and the design team spent a significant amount of time reviewing the documents and estimate for potential cost savings. The final estimate based on identified revisions showed the project approximately \$150,000 under the total project budget. Based on this estimate, RFP #001-15 was issued on September 1, 2014. As an RFP, the recommended contractor selection was to be based on a scoring system of qualifications (60%) and cost (40%).

MEMORANDUM

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

Three proposals, each consisting of a “quality packet” and “pricing packet”, were received by the City Clerk on October 22, 2014. Quality packets were immediately issued to members of the ranking committee. The members of that committee were: Mike Vieux, Senior Construction Manager, Chair; Bert Bender, Project Architect; Don Craig, Director of Planning; and Jim Bouquet, Director of Engineering. The members reviewed the quality packets separately scored them without discussion among themselves. Individual scores were submitted to the City Clerk in sealed envelopes. Envelopes were opened by a Deputy City Clerk at a public meeting on October 30, 2014. Below is a table showing the results of the total combined score for each Proposer, averaged between the four evaluators.

Rank	Bidder	Scoring			Base Bid Price
		Quality	Price	Total	
1	Biltmore Construction	561	394	955	\$15,236,557.00
2	D.L. Porter Construcion	448	390	838	\$15,400,000.00
3	Burke Construction Group, Inc.	400	400	800	\$14,997,500.00

A complete tabulation of pricing and qualifications of all proposers is attached.

Purpose and Justification

The purpose of this project is to provide a long-term, state of the art facility to serve the Key West community as a new City Hall.

The improvement of infrastructure is critical to meeting the current and future needs of the City. This project is in accordance with the City of Key West’s Strategic Goal #5, *All of the City’s Destinations and Resources Are Accessible to Residents and Visitors*.

Options

1. Based on evaluation and scoring of the three received proposals, City Staff recommends the selection of Biltmore Construction as the Contractor of Record. Biltmore Construction was scored as the most qualified proposer, based on the quality and depth of their experience while providing a competitive cost. Biltmore Construction’s proposed cost was approximately 1.6% higher (\$239,057) than the low bidder. Staff intends to discuss value engineering options and determine whether deductive change orders may be possible that do not diminish the quality of the project.
2. The City Commission may select one of the remaining proposers as the Contractor of Record and direct staff to determine whether deductive change orders may be possible that do not diminish the quality of the project.
3. The City Commission may chose not to select a Contractor of Record.

Financial Issues

Staff to discuss value engineering options and negotiate for selective cost savings with the selected Vendor. Once a negotiated price is established, Staff will return to the Commission at a later date for approval of the negotiated project construction cost and any necessary fund transfers into project funding source (Capital Projects Fund Account # 303-1900-519-6200).

Anticipated value engineering related items currently identified to be discussed/evaluated by the project team include, but are not limited to:

- Builder's Risk wind insurance
- Counter-top materials
- Elimination of exterior architectural stairways
- Window materials
- Cistern coating and irrigation system design
- Auditorium seating
- Reducing the number of video conferencing locations
- Furnishings
- Lighting
- Bathroom finishes

Recommendation

Accept Biltmore Construction as the Contractor of Record. Authorize the City Manager and staff to determine whether deductive change orders may be possible that do not diminish the quality of the project.