



## THE CITY OF KEY WEST

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MEMORANDUM

**TO:** Bob Vitas, City Manager  
**FROM:** Greg Veliz, Community Services Director  
**VIA:** David Fernandez, Assistant City Manager- Operations  
**DATE:** August 8, 2012

**SUBJECT:** Time Extension to Imperial Electrical Inc. for Energy Efficiency & Conservation Block Grant (EECBG) Retrofit Local Park Ball Field Lighting Project.

**ACTION STATEMENT:** Resolution authorizes a time extension to May 3, 2012 to the contracts with Imperial Electrical Inc. for the Retrofit Local Park Ball Field Lighting Project.

**BACKGROUND:** On October 20, 2010, the City of Key West City Commission passed Resolution 10-303 authorizing an inter-local agreement between Monroe County and the City of Key West, for joint participation in Grant Agreement No. ARS010 Energy Efficiency & Conservation Block Grant (EECBG) under the Office of Energy of the State of Florida.

The City of Key West, in partnership with the Board of Commissioners of Monroe County, City of Marathon and Islamorada, Village of Islands, obtained an Energy Efficiency & Conservation Block Grant (EECBG) under the Florida Energy and Climate Commission Grant Agreement No. ARS010 pursuant to the American Recovery and Reinvestment Act in order to implement a comprehensive energy savings project which will include several cross-jurisdictional and individual community energy savings activities.

On July 5, 2011, the Imperial Electrical Inc., received the notice to proceed. Working around the extremely active City of Key West sports field usage schedule, the contractor installed the lighting as listed in the contract. During the course of the project, upgrades to portions of the electrical service were necessary to meet building codes. At the Nelson English Park electrical service was completely revamped not only to meet code, but to accommodate the versatile function of the park as requested in park enhancement public meetings. Although city staff had the resources to complete the required work, engineered drawings and certain supplies were not readily available. The City of Key West requested the contractor provide services that enabled city staff to complete all work within the scope. Although the project did exceed the 120 days as listed in the contract, the contractor was not at

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

fault. In accordance with City of Key West Code of Ordinances Section 2-845, the City Manager Changes approved change orders that represented 3.5% of original project cost.

Six city owned parks received the new energy efficient light fixtures. The parks include the Clayton Sterling Sports Complex, Dewitt Roberts Softball Field, Rosa Hernandez Softball Field, George Mira Football Field, Nelson English Park and Pepe Hernandez Park. All the lights are fully operational.

Retrofitting the lighting in the six public parks with new energy efficient light fixtures reduces the power requirements from approximately 340 Kilowatts to 238 Kilowatts. The projected savings is 30%.

**PURPOSE & JUSTIFICATION:** Extending the contracts with Imperial Electrical Inc. for Retrofit Local Park Ball Field Lighting Project will allow Monroe County to properly process the City of Key West's grant reimbursement request for the final \$88,808.47 and satisfy Monroe County requirement of having final contract date and final project completion as the same dates.

**OPTIONS:**

1. Approve the time extension to the contract with Imperial Electrical Inc. This will allow Monroe County to properly process the City of Key West's grant reimbursement request for the final \$88,808.47.
2. Do not approve the time extension to extend the contract with Imperial Electrical Inc. A project with work performed beyond the contract expiration date is not acceptable to Monroe County. Reimbursement will not be approved without a valid contract expiration date.

**FINANCIAL IMPACT:** Approving the time extension will give the additional time needed to provide the necessary documentation to Monroe County and will allow the approval of the final reimbursement request for \$88,808.47. A reimbursement for \$655,427.92 was received from Monroe County on June 12, 2012.

**RECOMMENDATION:** Staff recommends approval of Option #1.