



THE CITY OF KEY WEST

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EXECUTIVE SUMMARY

Date: February 20, 2015

To: Jim Scholl, 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
Nancy Kielman, Director of Finance

Subject: **Approval of Contract with Monroe County School District for Use of Gym at Former Glynn Archer School for Storage of Reclaimed Lumber During Construction of New City Hall**

Action Statement

Approve the attached Contract with the Monroe County School District for a lease of the Gym at the former Glynn Archer School during construction of the New City Hall. The lease will allow the Contractor to use the Gym for temporary storage reclaimed lumber from the Glynn Archer structure. There is no cost for this this lease.

Background

There is a significant amount of lumber being reclaimed from the Glynn Archer for milling and reuse as trim in the building. The City had verbally arranged with the Monroe County School District to use the former Glynn Archer gym for temporary storage of the lumber. Use of this gym by the Contractor was indicated in the bid documents.

Purpose and Justification

The purpose of the use of the Gym is to provide for safe, dry storage of reclaimed lumber during construction. The safe, dry storage of the milled wood is critical to achieving a quality building, 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.*

Key to the Caribbean - Average yearly temperature

77° F.

MEMORANDUM

Options

1. Accept the no-cost lease of the former Glynn Archer School gym from the Monroe County School District to provide dry storage space for reclaimed lumber per the bid documents.
2. Chose not to accept the no-cost lease for the Gym. This option will compromise the requirement to provide the safe, dry storage space for reclaimed lumber and may result in additional project cost.

Financial Issues

There are no financial issues with acceptance of this lease.

Recommendation

Staff recommends approving the City Manager to execute the attached lease with the Monroe County School Department at no cost to the City.