



# Executive Summary

**To:** Jim Scholl, City Manager

**From:** David Hawthorne, Marilyn Wilbarger

**Date:** May 16<sup>th</sup> 2012

**Re:** Awarding of bid # ITB 12-008

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## **ACTION ITEM**

The purpose of this item is to authorize awarding ITB #12-008 to The Otak Group Inc. for the design, purchase and installation of complete sewer pump-out systems for Wahoo and King Fish transient docks

## **PROJECT BACKGROUND**

Wahoo and King Fish floating piers located at City Marina Garrison Bight are among the last of the remaining docks in the marina that do not have fixed pump out service for customers that dock at the facility. This project was put out for bid and two vendors responded. Out of the two bidders the Otak Group responded with the lowest bid at \$92,490.19. The second bidder was Gary's Plumbing, which bid \$97,504.12. Gary's Plumbing is a local vendor but did not bid within the 5% local preference allowed.

The project ITB#12-008 requires The Otak group to design, purchase and install two complete marine grade sewer system pump-out services for Wahoo and King Fish piers. During the bid process staff also applied for grant funding thru the states Clean Vessel Act Grant to cover 75 % of the project expense. The Department of Environmental Protection has approved the funding based on reimbursement when the project is complete.

## **PURPOSE & JUSTIFICATION**

The purpose of installing these pump-out systems is to make sewer pump-out available and assessable to the boats docked on the floating transient piers. By installing them now 75% of the cost will be reimbursed with grant money.

## **OPTIONS**

- The City Commission can award the contract for ITB #12-008 to The Otak Group.

- The City of Key West can decline awarding ITB #12-008 to The Otak Group and re bid the project.

### **ADVANTAGES**

- The Otak Group is the lowest bidder.
- The City of Key West City Marina would be 100 % pump out compliant on all docks.
- The expense to The City of Key West after completion would be 25 % of the total expense due to state funding support of 75 % of the total project cost.

### **DISADVANTAGES**

- There are no foreseeable disadvantages for awarding this contract to The Otak Group or accepting the funding from the state.

### **FINANCIAL ISSUES**

The cost of the project quoted by the Otak Group for completed design, purchase and installation of the marine grade sewer systems for both Wahoo and Kingfish pier is \$92,490.19. Grant funding will cover \$69,780.14 of the projects total cost. The City of Key West would have to pay the total cost of the project up front and be reimbursed from the state upon completion of the project .The final out of pocket expense to The City of Key West after grant reimbursement would be \$22,710.05

### **RECOMMENDATION**

City Staff recommends that the commission approve the awarding of the contract bid# ITB 12-008 which is the design, purchase and installation of two complete sewer systems for Wahoo and Kingfish pier to “The Otak Group”.

### **PROCESS**

- The City of Key West would award bid #12-008 to “The Otak Group” to construct the new sewer systems for Wahoo and Kingfish piers.
- The City of Key West would receive 75 % of the cost of the project after completion using The Department of Environmental Protection Clean Vessel Act pre-approved grant funding

### **ATTACHMENTS**

City Clerk Bid Sheet  
Otak Bid #12-008  
Gary’s Plumbing Bid #12-008