



THE CITY OF KEY WEST

3140 Flagler Ave Key West, FL 33040 (305) 809-3700

RESOLUTION SUMMARY

EXECUTIVE SUMMARY

TO: Bob Vitas, City Manager

CC: David Fernandez, Asst. City Manager
Mark Finigan, Asst. City Manager
Don Craig, Director of Planning

FROM: Doug Bradshaw, Senior Project Manager Engineering

DATE: April 10, 2013

RE: Approving contract to Bender and Associates Architects associated with architectural services for the new Key West City Hall

ACTION STATEMENT:

This resolution will approve the contract to Bender and Associates Architects for design of the new City Hall to be located at the former Glynn Archer School. Contract value shall not exceed \$1,740,493 which includes all professional service fees, bidding, construction administration, estimated reimbursable expenses, submission fees, LEED certification, and as-built documents.

BACKGROUND:

The City issued RFQ No. 13-001: Architectural Services: Key West City Hall on October 23, 2012 and eight (8) qualification packages were received on December 12, 2012. At the February 5, 2013 City Commission meeting, Commissioners heard presentations from the three (3) short listed firms of William P. Horn Architects, Bender & Associates Architects, and Rodriquez and Quiroga

City Commission per resolution 13-044 selected Bender & Associates Architects and authorized the City Manager to negotiate a contract with the architect that would be brought back to City Commission for approval.

OPTIONS:

There are three (3) options:

1. Approve the contract as presented.
2. Direct City Manager to undertake additional negotiations with the architect.
3. Reject the contract

City Staff had numerous negotiation meetings with Bert Bender. The original proposal from Bender was \$1.8 million and did not include all the services that staff as well as the third party review by CH2M Hill felt was appropriate for the project. Additional scope was added including as-builts, ADA walkability study, additional interior design, etc., with direction to Bender to lower the fee. The City received the current proposal which included a reduction of the fee by over \$50,000. City Staff along with CH2M Hill reanalyzed the new fee/proposal and compared the

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

percentages of both the basic services and additional services with the industry standards. The basic services fee (excluding reimbursables) is 6.24%. Industry standard is 6.41% to 7.12%. The “all-in-fee” of \$1,740,493 is 11.22% with the industry standard being 10-12%. Staff feels that the fee proposed by Bender is within the industry standard and is appropriate for the scope of the project.

FINANCIAL ISSUES

The contract value is \$1,740,493. Funding will come from the City Hall account #303-1900-519.6200, Project #GN0905. The contract is broken down as follows:

Task	Basic	Additional	Total	% of Task Order	% of Project Total*
Schematic Design	\$134,642	\$101,845	\$236,487	13.59%	1.53%
Design Development	\$180,369	\$131,619	\$311,988	17.93%	2.01%
Construction Documents	\$383,649	\$190,584	\$574,233	32.99%	3.70%
Bidding	\$35,858	\$14,150	\$50,008	2.87%	0.32%
Construction Admin	\$232,407	\$167,371	\$399,778	22.97%	2.58%
Reimbursables	\$93,000	\$0	\$93,000	5.34%	0.60%
Murals	\$0	\$75,000	\$75,000	4.31%	0.48%
Totals	\$966,924	\$680,569	\$1,740,493	100.00%	11.22%

*Percent of project total is based on a \$15.5 million construction cost

RECOMMENDATION

It is recommended that the City Commission approve the contract as presented for execution by the City Manager and attested to by the City Clerk.