



THE CITY OF KEY WEST

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EXECUTIVE SUMMARY

Date: September 27, 2013

To: Bob Vitas, City Manager

From: Karen Olson, Special Projects Designer

CC: David Fernandez, ACM
Mark Finigan, ACM
Doug Bradshaw, Senior Project Manager

Subject: **Authorize Change Order #2 in the amount of \$17,269.00 to Michael Miller, Architect.**

Action Statement

This Resolution authorizes Change Order #2 for re-design, additional technical services, reimbursable expenses and a third party construction estimate for the Sexton's House to Michael Miller, Architect.

The improvement and maintenance of City infrastructure is critical to meeting the current and future needs of the citizens of Key West. The City's goal is to maintain and improve its hard assets. (Strategic Plan "Infrastructure" goal 4)

Background

Change Order #1, in the amount of \$6,687.50, was approved by resolution 12-353 for change in building scope to create much needed storage space.

The City of Key West issued ITB #13-019 for the construction of the new Cemetery Sexton's House. Bids were received on July 17, 2013 from three contractors.

On August 20, 2013 the City Commission passed resolution 13-214 rejecting all bids for the new Cemetery Sexton's House on staff's recommendation that the bids were excessive.

Michael Miller was the Architect for the project.

MEMORANDUM

Purpose and Justification

City staff was directed to modify the existing plans to reduce construction costs and re-bid as soon as possible.

The Architect, Michael Miller, has provided a quote in the amount of \$17,269.00 to change the documents from a story and half to a single story structure. This change order to his contract will also cover additional construction oversight by the Architect, reproduction costs and a third party construction estimate to be performed prior to re-bid.

If approved, the Architect will proceed with design changes immediately and the documents re-advertised for bid. Construction costs are increasing rapidly as the economy is improving and contractor's schedules are full.

Options

- Option #1** Approve Change Order #2 for re-design, additional technical services, reimbursable expenses and a third party construction estimate for the Sexton's House to Michael Miller, Architect in the amount of \$17,269.00.
- Option #2** Do not approve Change Order #2 and re-bid existing design with minor design changes and have City staff perform demolition. This option will also approve additional funding for an account balance of \$550,000.
- Option #3** Do not approve Change Order #2 and table the construction of the Cemetery Sexton's House until FY2015 when more funds may be available.

Financial Issues

Account 101-1905-6200 (CE1002) has a budgeted amount of \$495,000 with a current balance of \$463,000. Additional funding of \$87,000 will be need if option #2 is approved.

Recommendation

Staff recommends option #1, Approve Change Order #2 for re-design, additional technical services, reimbursable expenses and a third party construction estimate for the Sexton's House to Michael Miller, Architect in the amount of \$17,269.00.