



## THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

MEMORANDUM

**TO:** Jim Scholl, City Manager

**FROM:** Greg Veliz, Community Services Director

**VIA:** David Fernandez, Assistant City Manager- Operations  
Mark Finigan, Assistant City Manager- Administration

**DATE:** April 23, 2012

**SUBJECT:** Rejecting all bids in response to Invitation to Bid# 12-019  
Police Department Window Repairs

**ACTION STATEMENT:** Resolution rejecting all bids in response to Invitation to Bid# 12-013 Police Department Window Repairs due to budgetary reasons as per the provisions of the bid documents.

**BACKGROUND:** The Key West Police Department building houses not only the Key West Police Department Headquarters, but the Emergency Operations Center, and the main computer server for the City of Key West. In recent years water intrusion has been observed in several offices near the windows.

In an attempt to gauge the magnitude of the course of action necessary, the City of Key West hired a contractor to expose one window from the outside and affect repairs. This repair was conducted over two years ago. Since the time of the repairs, no water intrusion into the office with that one window has been observed.

**PURPOSE & JUSTIFICATION:** Five vendors participated in the mandatory pre-bid meeting on April 4, 2012. Eight days later the City received two (2) bids in response to Invitation to Bid# 12-019 Police Department Window Repairs. One bid was from Bella Construction of Key West, Inc and the other from Gary the Carpenter Construction. Bella Construction of Key West, Inc submitted the most competitive, responsive bid of \$233,864. This bid exceeds the budgeted amount of \$50,000 Police Department Window Repairs.

**OPTIONS:**

1. Reject all bids for Invitation to Bid# 12-019 Police Department Window Repairs due to budgetary reasons.
2. Accept the bid Invitation to Bid# 12-019 Police Department Window Repairs and direct appropriate budget amendments and transfers.

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

**FINANCIAL IMPACT:** This item is listed in the General Fund under the Public Works Account 001-1909-519-46. The budgeted amount in FY 11-12 for this line item is \$50,000. Given the most competitive responsive bid of \$233,864 a shortfall of \$183,864 exists.

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