



THE CITY OF KEY WEST

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MEMORANDUM

EXECUTIVE SUMMARY

TO: Bob Vitas, City Manager
E. David Fernandez, Asst. City Manager - Operations

FROM: Terrence Justice, Engineering

DATE: October 24, 2012

RE: **Approval of an Amendment to Work Order E-12 Ports from CH2M Hill in the Amount of \$5,002.00 for Engineering Services for Construction Phase Assistance for Mole Pier Electrical Upgrades Project OM1202.**

ACTION STATEMENT:

This resolution will approve an Amendment to Work Order E-12 Ports from CH2M Hill, increasing the budget amount by \$5,002.00 for engineering services construction phase assistance on Project OM1202: Navy Mole Electrical Distribution System Upgrades.

The agreement will be executed pursuant to F.S. 287.055 (CCNA), City Code 2-841, and the City's contract with CH2M Hill approved by Resolution # 07-331 and extended and amended through Resolution 10-287.

BACKGROUND:

In lieu of rent payments to the Navy for the use of the Mole pier, the CITY has agreed to perform certain In-Kind Projects. Work Order E-12-Ports Mole Pier Floating Dock and Fueling Station was requested by the Navy as indicated in the attached In-Kind request letter. The Work Order was awarded to CH2M Hill by signature of then City Manager Jim Scholl in the amount of \$19,940.00 on 18 June 2012. The complexity of the project and technical problems encountered on Project OM1202 Mole Pier Electrical Upgrades necessitated additional support and oversight by CH2M Hill, above and beyond the scope presented in the original Work Order.

The proposed cost for this project submitted by CH2M Hill, including this amendment, is within the Not-to-Exceed budget as specified by the Navy's In-Kind request letter.

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

PURPOSE AND JUSTIFICATION

This project is in conformance with the Lease Agreement N62467-03-RP-00077 between the City and the U.S. Navy as approved by Resolution 03-138 and has been requested by the Navy via In-Kind Letter approving Ser PR712/1014 dated 23 May 2012..

OPTIONS:

1. The City Commission can approve the Amendment to Work Order E-12 Ports, previously awarded to CH2M Hill.
2. The City Commission can decline to approve the Amendment of Work Order E-12 ports. This option is not recommended by Staff, as the City will be declining to compensate CH2M Hill for work performed and deemed necessary and appropriate by both City and Navy personnel.

FINANCIAL IMPACT:

Budget Transfer: Additional funds in the amount of \$5,002 will be moved from the Navy Professional Services Account #602-1900-519-3100 to Navy Repairs and Maintenance Account #602-1900-519-4600 and used to fund this Work Order associated with project number OM1202.

RECOMMENDATION:

Staff recommends that the City Commission select option 1, approving Amendment 1 to Work Order E-12-Ports from CH2M Hill in the amount of \$5,002 for the engineering services for the Design and Preparation of Bid Documents for Mole Pier Floating Dock and Fueling Station.