



## THE CITY OF KEY WEST

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MEMORANDUM

**TO:** Jim Scholl, City Manager  
**Cc:** Greg Veliz, Asst. City Manager  
**FROM:** John Paul Castro, Utilities Director  
**DATE:** February 6, 2018

**SUBJECT: Approving a Task Order from Stantec Consulting Services, Inc. General Engineering Contract Pursuant to Resolution 17-207 for Design, Permitting, Bid Phase Services, and Construction Phase Services for Oil and Gas Waste Facilities in the Amount of \$89,979.00**

**Action statement:**

Staff requests approval of a Task Order from Stantec Consulting Services, Inc. to design, permit, and assist in bid phase and construction phase services for Three Oil and Gas Waste Facilities in the amount of \$89,979.00

**Background:**

The City marinas currently have small structures built over oil recycle tanks. The structures are old, not up to current code, and only big enough for a small tank and some oil rag cans.

**Purpose and Justification:**

The City imposes impact for fees when new projects or expanding uses come through the building department. Those impact fees are for the expansion of the City's solid waste utility.

The proper disposal of oil and gas are extremely important to the fragile ecosystem of Key West. Creating locations for citizens to take these hazardous liquids is essential to ensuring the that they disposed of in an environmentally safe way.

The Utilities department would like to create 3 new structures to facilitate the disposal of oil and gas waste, currently only oil is available for disposal. The 3 facilities will be located at Key West Bight, Garrison Bight, and the Transfer Station on Rockland Key.

The new facilities will be cleaner, safer, and provide more options and availability for citizens to safely and conveniently dispose of old oil and gasoline. This will help ensure the more hazardous liquids get disposed of properly and also eliminate fire hazards on personal properties.

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

The task order was issued from the general engineering services contract pursuant to resolution 17-207. City staff has reviewed the proposal and the labor mix and effort are appropriate for the project scope.

**Financial Impact:**

The design and construction of the facilities will be paid for through the solid waste fund cost center 403-3406-534-6500. The cost of the project will be offset by the solid waste impact fee revenue account.

**Recommendation:**

Staff recommends approving the task order from Stantec Consulting Services, Inc. in the amount of \$89,979.00 to design, permit, and assist with bid and construction phase services for 3 new oil and gas waste facilities.