



THE CITY OF KEY WEST

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

MEMORANDUM

EXECUTIVE SUMMARY

Date: May 12, 2014

To: Bob Vitas, City Manager

From: Karen Olson, Special Projects Designer

CC: David Fernandez, ACM
Jim Bouquet, Engineering Services Director

Subject: **Approving a work order to D.N. Higgins, Inc. under the General Services Contract for the installation of sidewalk along United Street in the amount of \$433,126.29**

Action Statement

This Resolution would approve a Work Order to DN Higgins, Inc. under the General Services Contract for sidewalk installation along United Street in the amount of \$433,126.29.

Background

The City maintains the General Services Contract which is competitively bid for the purpose of general installation, repair and replacement of storm and sanitary sewer systems, installation of storm water gravity injection wells, paving, sidewalks and other miscellaneous municipal work. As the City establishes locations and scopes of work, where repairs are necessary, Work Orders are issued.

Resolutions 10-319 and 10-320, dated November 3, 2010, awarded DN Higgins, Inc. and Charley Toppino & Sons, Inc. three year General Services Contracts. The two year contract extension option for DN Higgins, Inc. was approved by resolution 13-314.

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 the City's hard assets. (Strategic Plan "Infrastructure" goal 4)

Purpose and Justification

The sidewalk installation along United Street from Leon to White Street has been on the City's Sidewalk Capital Improvement Plan for many years. This improvement will provide a safe ADA compliant route for the children attending the Montessori School and to the new City Hall as required by our ADA Settlement Agreement.

Completing this work under the GU contract will expedite the work by eliminating the bid process (GU contract was competitively bid). Thus, allowing the work in front of Montessori School to be completed prior to the start of the new school year in mid-August.

DN Higgins, Inc. has submitted a proposal, dated May 20, 2014, in the amount of \$394,126.29 to complete the sidewalk removal and installation. City staff recommends adding an additional \$39,000.00 allowance to cover any unforeseen conditions for a total Work Order amount of \$433,126.29.

Options

Option #1 Approve the Work Order to DN Higgins, Inc. under the General Services Contract for sidewalk installation in the amount of \$433,126.29.

Option #2 Do not approve a Work Order to DN Higgins, Inc. under the General Services Contract for sidewalk installation and put the project out for bid.

Financial Issues

Funds will be used from the Internal Improvement Fund account #102-4102-541-6300 (EN1303). Upon approval, a purchase order will be issued to DN Higgins, Inc. in the amount of \$394,126.29. The additional \$39,000.00 allowance will not be paid out unless needed for unforeseen conditions.

Recommendation

Approve a Work Order to DN Higgins, Inc. under the General Services Contract for sidewalk installation in the amount of \$433,126.29.