

**RECEIVED**

JAN 29 2014

**CITY OF KEY WEST  
PURCHASING ORDINANCE EXCEPTION RECORD**

CITY MANAGER

DEPARTMENT: Engineering Services

ITEM: Key West Police Department Additional Flooring

REQUISITION: \_\_\_\_\_

COST: \$47,706

VENDOR: E.L.C.I Construction , Inc.

Justification for not obtaining the required number of bids or purchasing without authority:

City Code Section 2-797 (2) authorizes the City Manager to make emergency procurement of commodities or contractual services where the cost exceeds \$20,000 when there exists a clear and present threat to public health, property, safety, or other substantial loss to the City, including cases where a natural disaster has occurred, is occurring, or is imminently threatening.

**AUTHORIZATION:**

DEPARTMENT: 

DATE: 1-22-14

FINANCE: 

DATE: 1/29/14

CITY MANAGER: 

DATE: 1/29/14

**DISPOSITION:**

- ( ) MANAGEMENT & FINANCE APPROVAL UP TO \$1,000.00
- ( ) CITY MANAGER APPROVAL UP TO \$20,000.00
- ( ) CITY COMMISSION APPROVAL RESOLUTION: \_\_\_\_\_ DATE: \_\_\_\_\_



THE CITY OF KEY WEST

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

MEMORANDUM

**To:** Bogdan Vitas, City Manager

**From:** Janet Muccino, Project Manager

**Date:** 1/22/14

**Reference:** Declaration of Emergency Procurement in Excess of \$20,000 to Fund Additional Flooring at the KWPD

City Code Section 2-797 (2) authorizes the City Manager to make emergency procurement of commodities or contractual services where the cost exceeds \$20,000 when there exists a clear and present threat to public health, property, safety, or other substantial loss to the City, including cases where a natural disaster has occurred, is occurring, or is imminently threatening.

Due to poorly installed windows at the KWPD building, leaking has been a constant problem since it was constructed in 2002. The leaking from the windows has caused mold to grow in the offices posing a health risk to those who work there. The City has awarded a contract to E.L.C.I. Construction Group for window replacement at the KWPD; however, before replacement can begin the mold situation must be remediated. As part of the mold remediation all the carpeting on the first and second floor offices will be removed and replaced as well as the Vinyl Composite Tile (VCT) on the first floor hallways being replaced with polished concrete. ELCI has provided the following flooring prices:

5,500 sf tough one 26 carpet X \$ 2.78/ SF=	\$ 15,290.00
2,630 VCT removal X \$0.84=	\$ 2,209.20
2,630 sf of polished concrete X \$ 8.75=	\$ 23,012.50
1276 VCT removal X \$ 0.84=	\$ 1,071.84
1276 VCT installed X \$ 2.25=	\$ 2,871.00
Rubber base 1,000 lf X \$ 2.00 =	\$ 2,000.00
There also was a \$1250 charge for 7,200 sf floor prep.	

Total \$ 47,704.54

**Moises B. Bichachi**

**Vice President**

[moises@elciconstruction.com](mailto:moises@elciconstruction.com)

Staff recommends using the main contractor, ELCI, for the flooring replacement. Staff feels using ELCI will keep the project on schedule and prove less disruption to KWPD staff.

This emergency procurement will be ratified by the City Commission at the next scheduled commission meeting.

Approved by Bogdan Vitas,  
City Manager

Date



Janet Muccino <jmuccino@keywestcity.com>

**Re: verifying pricing for Moises**

1 message

**Moises Bichachi** <moises@elciconstruction.com>

Tue, Jan 21, 2014 at 3:43 PM

To: Janet Muccino <jmuccino@keywestcity.com>

Cc: "moises@elciconstruction.com" <moises@elciconstruction.com>

5,500 sf tough one 26 carpet X \$ 2.78/ SF= \$ 15,290.00

2,630 VCT removal X \$0.84= \$ 2,209.20

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Rubber base 1,000 lf X \$ 2.00 = \$ 2,000.00

There also was a \$1250 charge for 7,200 sf floor prep.

Total \$ 47,704.54

**Moises B. Bichachi**

**Vice President**

moises@elciconstruction.com

**E.L.C.I. Construction Group, Inc.**

*Woman-Owned 8(a) Certified &*

*HubZone Certified Company*

626 N.E. 124th Street

North Miami, FL 33161

Ph. (305) 891-7990 x 3

Fax (305) 891-7994

www.elciconstruction.com

CAGE # 4LWC2

DUNS # 103319617

 Please consider the environment before printing this e-mail

On Tue, Jan 21, 2014 at 2:55 PM, Janet Muccino <jmuccino@keywestcity.com> wrote:

Joanne,

Before I forget I need some photos of the polished concrete you guys have done for the chief.

Please verify sf pricing installed for approx.

5,500 sf tough one 26 carpet.....

2,630 VCT removal.....

2,630 sf of polished concrete.....

1276 VCT removal .....

1276 VCT installed .....

Rubber base 1,000 lf.....

There also was a \$1250 charge for 7,200 sf floor prep.

Let me know if you have any questions, Thanks, Janet

--

**Janet Muccino**  
Project Manager  
Engineering Services  
305 809-3867



Janet Muccino &lt;jmuccino@keywestcity.com&gt;

**RE: KWPD funding**

1 message

**Mark Finigan** <mfinigan@keywestcity.com>

Tue, Jan 28, 2014 at 6:45 PM

To: Janet Muccino &lt;jmuccino@keywestcity.com&gt;

Cc: Nancy Gibson &lt;ngibson@keywestcity.com&gt;, Schavawn Yarber &lt;syarber@keywestcity.com&gt;, Devon Steckly &lt;dsteckly@keywestcity.com&gt;, David Fernandez &lt;dfernand@keywestcity.com&gt;, bvtas@keywestcity.com, Donald Lee &lt;dlee@keywestcity.com&gt;, Cyndee Michaud &lt;cmichaud@keywestcity.com&gt;, Greg Veliz &lt;gveliz@keywestcity.com&gt;, Rodrigo Delostrinos &lt;rdelostr@keywestcity.com&gt;, Brett Wright &lt;bwright@keywestcity.com&gt;

To follow are my funding recommendations for the mold remediation effort and flooring work at the PD building.

- Remediation Vendor: CEE \$78,400

Expense Acct: 001-1909-519.46 No Project Code

Budget: **Plz move \$78,400 from the 001-1906-519.46 to 001-1909-519.46 No Project Code**

- Flooring (Tile & Carpet) Vendor: ELCI \$47,706

Expense Acct: 001-1909-519.46 No Project Code

Budget: **Plz move \$17,000 from the 001-1906-519.46 to 001-1909-519.46 No Project Code**

\$25,000 is already budgeted in 001-1909-.46 to cover PD tile and carpet work.

That leaves a \$5,706 funding shortfall. There is an \$8,000 appropriation in the FMT .46

Budget for PD Substation Termite Treatment. The PD has moved out of that area.

Use the \$8,000 appropriation to cover the remaining \$5,706 shortfall. Chief Lee is aware.

Areas highlighted in yellow are the transfers Budget will need to execute. Areas highlighted in blue are the account numbers that should be used when entering the requisitions.

No contingency authorized at this point. If contingency is required then Engineering will need to make a request to the City Manager and Budget.

Call if anyone has any questions.

Thx

Mark

**From:** Janet Muccino [mailto:[jmuccino@keywestcity.com](mailto:jmuccino@keywestcity.com)]  
**Sent:** Tuesday, January 28, 2014 2:17 PM  
**To:** Mark Finigan  
**Subject:** KWPD funding

Hi,

I spoke with CEE this morning in reference to the PO . they are planning on mobilizing to KW on Monday Feb 3rd.

will we have a funding source today?

thanks, janet

**Janet Muccino**

Project Manager

Engineering Services

[305 809-3867](tel:3058093867)