



## THE CITY OF KEY WEST

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MEMORANDUM

**TO:** Jim Scholl, City Manager  
**FROM:** Greg Veliz, Community Services Director  
**VIA:** David Fernandez, Assistant City Manager- Operations  
**DATE:** May 19, 2011

**SUBJECT:** Rejecting all bids in response to Invitation to Bid# 11-017 Resod Rosa Hernandez and Pepe Hernandez Softball Fields

**ACTION STATEMENT:** Resolution rejecting all bids in response to Invitation to Bid# 11-017 Resod Rosa Hernandez and Pepe Hernandez Softball Fields due to budgetary reasons as per the provisions of the bid documents.

**BACKGROUND:** The Facility Maintenance Plan has provisions to resod recreation fields in the next three (3) years. In FY 10-11 the Rosa Hernandez and Pepe Hernandez fields were scheduled for resod.

**PURPOSE & JUSTIFICATION:** On May 11, 2011, the City received one (1) bid in response to Invitation to Bid #11-017 Resod Rosa Hernandez and Pepe Hernandez Softball Fields from Douglas N. Higgins, Inc. The bid provided of \$138,000 for both fields exceed the budgeted amount of \$87,300.

**OPTIONS:**

1. Reject the bid for Invitation to Bid #11-017 Resod Rosa Hernandez and Pepe Hernandez Softball Fields due to budgetary reasons.
2. Accept the bid Invitation to Bid #11-017 Resod Rosa Hernandez and Pepe Hernandez Softball Fields.

**FINANCIAL IMPACT:** This project is listed in the Facility Maintenance Plan under Account 001-1909-519-46. The project allocation for the resod project is \$87,300. Given the one responsive bid of \$138,000 a shortfall of \$50,700 exists.

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