



## THE CITY OF KEY WEST

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**TO:** Bogdan Vitas, Jr., City Manager

**FROM:** Elizabeth Ignoffo, Permit Engineer

**CC:** E. David Fernandez, Assistant City Manager  
Mark Finigan, Assistant City Manager  
Doug Bradshaw, Senior Project Manager

**DATE:** November 27, 2013

**SUBJECT:** **Awarding the bid for Construction of the Fort Street Parking Lot, Project No. TR-1201, to Douglas N. Higgins, Inc., in the amount of \$347,924.00.**

### **ACTION STATEMENT:**

This resolution will approve award of the Fort Street Parking Lot Construction Project to Douglas N. Higgins, Inc., in the amount of \$347,924.00, for construction of 46 vehicle parking spaces, including two ADA accessible spaces, 14 scooter spaces, landscape and lighting improvements, and the parking area stormwater drainage system.

The low base bid, submitted by Douglas N. Higgins, Inc., is \$347,924.00.

### **STRATEGIC PLAN:**

Key West Strategic Plan 2011 Infrastructure Goal #5 to make destinations and resources accessible to residents and visitors is advanced by this project to construct a parking lot in an area with insufficient parking facilities to meet the demand of residents and visitors.

### **BACKGROUND:**

Perez Engineering and Development, Inc. was tasked with design of Fort Street Parking Lot, under Task Order 11-1002 for the amount of \$18,550.00.

On September 18, 2013, two bids were opened by the City Clerk. Both bids were determined to be responsive to the Invitation to Bid. The low base bid, \$347,924.00, was submitted by Douglas N. Higgins, Inc. A summary of the received bids follows:

D.N. Higgins, Inc.	\$347,924.00
Charley Toppino & Sons, Inc.	\$384,642.60

MEMORANDUM

**PURPOSE & JUSTIFICATION:**

The Fort Street Parking Lot Construction Project will provide of 44 standard vehicle parking spaces, two ADA accessible parking spaces, and 14 scooter parking spaces to serve the Bahama Village neighborhood and Truman Waterfront Park, where vehicle parking is in high-demand and a shortage of parking spaces exists for residents and tourist to the area. Additional vehicle parking spaces will improve quality of life and facilitate access to the park, athletic field, and area attractions.

**OPTIONS:**

1. The City Commission could approve award of the contract to the low bidder, Douglas N. Higgins, Inc., for construction of the Fort Street Parking Lot in the amount of \$347,924.00, and authorize the City Manager to execute a contract with the low bidder in conformity with the bid documents upon the advice and consent of the City Attorney.
2. The City Commission could elect to not approve award of the contract.

**FINANCIAL IMPACT:**

Fort Street Parking Lot Construction Project No. TR-1201 is fully funded from account 101-4303-543-6300 Infrastructure, carry forward amount \$397,770.00.

**RECOMMENDATION:**

City Staff recommends the City Commission select Option 1; approve award of the low bid, \$347,924.00 from Douglas N. Higgins, Inc., and authorize the City Manager to execute a contract with the low bidder upon the advice and consent of the City Attorney; and authorize the expenditure of funds for the project.