



THE CITY OF KEY WEST

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

MEMORANDUM

EXECUTIVE SUMMARY

TO: Jim Scholl, City Manager
FROM: Jim Bouquet, P.E., Senior Project Manager
DATE: October 26, 2018
RE: **Mole Pier Boat Washdown Architectural Services.**

ACTION STATEMENT:

Approve a proposal from Bender & Associates Architects P.A. in the amount of \$25,500. to provide architectural services for the Mole Pier Boat Washdown Facility as authorized by the Navy. Authorize necessary budget transfers.

BACKGROUND:

In lieu of rent payments to the Navy for the use of the Mole pier, the City of Key West (City) has agreed to facilitate authorized In-Kind Projects as per the terms of Public Benefit Lease (PBL) N69450-12-RP-00166, approved by Resolution 14-034. In accordance with this lease, the Navy has issued the attached In-Kind request letter 11011 AM12/0320 requesting the use of in-kind funds for design and construction of a Boat Washdown Facility at the Mole Pier.

A work order proposal for Mole Pier Entry Boat Washdown Facility design, bidding and construction phase services was requested by the City from Bender & Associates Architects P.A. (Bender). The proposed fee for this work is \$25,500. per the attached Bender proposal dated October 25, 2018.

PURPOSE AND JUSTIFICATION

Design and construction of a boat washdown facility is requested by the Navy in conformance with the Public Benefit Lease (PBL) N69450-12-RP-00166 between the City and the U.S. Navy as requested by the Navy via In-Kind Letter 11011 AM12/0320, issued September 20, 2018.

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

FINANCIAL IMPACT:

Funds in the amount of \$25,500. will be transferred from the Navy Reserves Account #602-1900-519-9800 to Navy Repairs and Maintenance Account #602-1900-519-4600 and used to fund a purchase order for Bender under Project Number OM19001601.

Work will be performed in accordance with the General Architectural Services Agreement between Bender and the City as approved by Resolution # 17-190.

Purchase order No. P083885 previously issued to Bender for Boat Wash design will be closed and remaining funds transferred to account #602-1900-519-9800.

RECOMMENDATION:

Staff recommends approval of the work order proposal from Bender in the amount of \$25,500. To provide architectural services for the Mole Pier Boat Washdown Facility and authorize any necessary budget transfers.