



## THE CITY OF KEY WEST

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### EXECUTIVE SUMMARY

**Date:** June 28, 2019

**To:** Jim Scholl, City Manager

**From:** Kelly Crowe, P.E., City Engineer

**Cc:** Greg Veliz, Assistant City Manager  
Steve McAlearney, Engineering Director  
Mark Finigan, Finance Director

**Subject:** Design Task Order  
Greene Street Sidewalk and Paving Improvements

#### Action Statement

Authorize City Manager approval of a Design Task Order to Stantec Consulting Services, Inc., in the amount of \$50,497 for the Greene Street Sidewalk and Paving Improvements from Whitehead Street to Elizabeth Street.

#### Background

Located in the heart of Old Town Key West, Greene Street is heavily travelled by pedestrians, bicyclists, motorists and delivery vehicles. In the recent past, a combination of trench failures and cyclical wear have caused the pavement to deteriorate significantly. To improve the safety of all users, it is recommended that the pavement along this portion of Greene Street be rehabilitated by means of a mill and pave project.

In addition to mill and pave improvements, staff is proposing to upgrade the Americans with Disabilities Act (ADA) curb ramps at the corners of Duval Street and Greene Street to be compliant with current standards. Sidewalks will also be repaired and brought into ADA compliance throughout the project limits as needed.

Stantec Consulting Services, Inc. (Stantec) was requested by the City to prepare a proposal for design services in accordance with their General Engineering Services Agreement with the City (Resolution 17-207).

MEMORANDUM

As indicated in the attached Stantec proposal dated June 20, 2019, design services will be performed as a lump sum fee and include, but not limited be to:

- Survey
- Horizontal and Vertical Geometry and Layout
- Surface Drainage
- Construction Drawings
- Specifications
- Cost Estimate

Bid document assembly will be performed by Engineering Services Staff.

Stantec's proposed fee breakdown is as follows:

Design and Permitting (lump sum)	\$ 36,922
Survey Sub-Consultant	\$ 12,575
Reimbursable Expenses (allowance)	<u>\$ 1,000</u>
<b>Total Fee</b>	<b>\$ 50,497</b>

### **Purpose and Justification**

The 2017 Right of Way (ROW) Contract identifies Greene Street to be repaved from Duval Street to Simonton Street; however, it is Engineering Services opinion that the entire road segment from Whitehead Street to Elizabeth Street be rehabilitated to improve safety. Curb ramps will be brought into compliance with current standards as required by Title II of the Americans with Disabilities Act in conjunction with mill and pave projects.

### **Financial Issues**

Staff reviewed the Stantec Fee Worksheet and found the proposed labor hours appropriate for the required scope of work and hourly rates consistent with Stantec's General Engineering Services Agreement with the City.

Funds for design will be used from account #102-4102-541-6300, Project Number II41021902, Repaving. Upon approval, a purchase order will be issued to Stantec Consulting Services, Inc., for the not-to-exceed fee of \$50,497.

### **Recommendation**

Staff recommends authorizing City Manager approval of a Design Task Order for the Greene Street Sidewalk and Paving Improvements to Stantec Consulting Services, Inc., in the amount of \$50,497.