



THE CITY OF KEY WEST

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MEMORANDUM

EXECUTIVE SUMMARY

TO: Bob Vitas, City Manager
E. David Fernandez, Asst. City Manager
Mark Finigan, Asst. City Manager
Doug Bradshaw, Senior Project Manager

FROM: Karen Olson, Special Projects Designer

DATE: June 10, 2013

RE: **Approving Task Order #1 under the Professional Surveying Services contract (RFQ #12-004) in the amount of \$50,712.00.**

ACTION STATEMENT:

This resolution will approve issuing Task Order #1 to Avirom & Associates, Inc. for survey work on United Street (\$25,920.00) and Virginia Street (\$24,792.00) in the total amount of \$50,712.00. The proposed surveys will be utilized to develop future sidewalk/ roadway improvements along these corridors.

The improvement and maintenance of City infrastructure is critical to meeting the current and future needs of the citizens of Key West. The City's goal is to create pedestrian friendly, ADA compliant, sidewalks and roadways connecting different areas to one other. (Strategic Plan "Infrastructure" goals 1 and 5)

BACKGROUND:

The Engineering Services Department issued RFQ #12-004 for Professional Surveying Services. Avirom & Associates, Inc. was awarded, as one of two Professional Surveyors, a three year contract by resolution #13-008.

PURPOSE AND JUSTIFICATION:

The proposed surveys will be utilized to develop future sidewalk/ roadway improvements along these corridors.

The future improvements along United Street would include the installation of sidewalks, curb and gutter, ADA ramps, minor asphalt work and roadway striping on the South side of United Street from Leon Street to White Street. This project will provide a safe and compliant route for our residents and school children along with an increase of on-street parking.

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

The future improvements along Virginia Street would include the installation of sidewalks, curb and gutter, ADA ramps, minor stormwater work, milling, paving and roadway striping on the both sides of Virginia Street from Verela Street to Jose Marti Drive. This project will provide a safe and compliant route for our residents and school children. The project will also provide increased drive lane widths without loss of parking.

OPTIONS:

Option #1 Approve Task Order #1 to Avirom & Associates, Inc. for survey work on United Street (\$25,920.00) and Virginia Street (\$24,792.00) in the total amount of \$50,712.00.

Option #2 Do not approve Task Order #1 to Avirom & Associates, Inc. for this survey work.

Financial Issues

If approved a purchase order will be issued in the amount of \$50,712.00 from account 102-4102-541-6300.

Recommendation

Staff recommends option #1, Approve Task Order #1 to Avirom & Associates, Inc. for survey work on United Street (\$25,920.00) and Virginia Street (\$24,792.00) in the total amount of \$50,712.00.