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THE CITY OF KEY WEST  
1300 White Street, Key West, FL 33040 (305) 809-3700

## EXECUTIVE SUMMARY

**TO:** Jim Scholl, City Manager

**FROM:** Jim Bouquet, P.E., Engineering Director 

**DATE:** July 10, 2018

**RE:** **Funding Support Services**  
**College Road Affordable Workforce Housing Project**

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### ACTION STATEMENT

Ratify City Manager approval of William P. Horn, Architect, P.A., Task Order 18-02.1 for \$16,125.00 to support procurement of State and Federal funds for development and construction of an affordable workforce housing complex on a 2.62-acre parcel on College Road. Authorize any necessary budget amendments/transfers.

### BACKGROUND

City Commission Resolution 18-126 directed the City Manager to “*seek proposals or other plans to expedite the development and construction of affordable workforce housing at the entire 2.62-acre parcel on College Road*”. Resolution 18-189 authorized William P. Horn, Architect, PA (Horn) to develop a conceptual plan for the facility and associated construction cost estimate based on 104 one-bedroom units.

Subsequent discussion with City Management and the Key West Housing Authority determined that additional conceptual plan detail (renderings, overlays, etc.) and cost estimate breakdown may be required to support funding applications. Completion of the attached Horn Task Order 18-02.1 dated July 10, 2018 will provide requested support. Task Order related services will be complete by August 30, 2018.

### PURPOSE AND JUSTIFICATION

As stated in Resolution 18-126, the “*City Commission recognizes the crucial and immediate for affordable housing and seeks to expedite the development and construction process for affordable housing on College Road*”. Horn Task Order 18-02.1 will support applications for State and Federal funding.

## **FINANCIAL**

Horn's proposed fee of \$16,125.00 will be funded via a prior transfer from the Affordable Housing Trust Fund to the College Road Affordable Workforce Housing Project (CP19001802).

Services will be performed in accordance with Horn's General Architectural Services Agreement with the City dated September 5, 2017 (Resolution 17-190). Staff reviewed Horn's proposed fee and labor hours and found them consistent with the proposed scope of work.

## **RECOMMENDATION**

Staff recommends approving City Manager ratification of Horn Task Order 18-02.1 for \$16,125.00 to support procurement of State and Federal funds for development and construction of an affordable workforce housing complex on a 2.62-acre parcel on College Road and authorizing any necessary budget amendments/transfers.

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**PROPOSAL FOR PROFESSIONAL SERVICES**

**Task Order 18-02.1**

**Architectural & Engineering Design Services**

**Under Architectural Services Agreement (Resolution 17-190)**

**College Road Affordable Housing Project**

**Financial Support**

**5220, 5224, 5228 & 5230 College Road**

**Stock Island, Florida**

**Prepared for**

**City of Key West Engineering Services Department**

**July 10, 2018**

**William P Horn Architect, PA**

**915 Eaton Street**

**Key West, Florida 33040**

**305-296-8302**

## **BACKGROUND AND OBJECTIVES**

This task order is for providing additional work in addition to the conceptual site plan and floor plan studies for adding up to 104 one bedroom affordable housing units (about 500 sf/ unit) on a 2.64 acre site on College Road, Stock Island, Florida. This additional work is needed in order to be able to get financial support for the project.

This task order includes the following components:

- A google earth view of the site with the proposed site plan overlaid.
- Design conceptual buildings in Revit (3-D program).
- Three conceptual building elevation views.
- A colored perspective conceptual rendering of the project from College Road.
- Additional construction cost breakdown.

### **SCOPE OF WORK**

#### **TASK 1 –GOOGLE EARTH SITE PLAN OVERLAY, 3 BUILDING ELEVATIONS AND CONCEPTUAL COLORED PERSPECTIVE RENDERING.**

**SCHEDULE: 4 WEEKS**

- 1.1 Overlay the proposed site plan on a google earth view.
- 1.2 Design conceptual buildings in Revit (3-D program).
- 1.3 Draw three conceptual building elevations.
- 1.4 Draw a colored conceptual perspective rendering from College Road.
- 1.5 Meetings with City Staff and Manuel Castillo and the City Commission.

#### **TASK 2 –ADDITIONAL CONSTRUCTION COST BREAKDOWN.**

**SCHEDULE: 2 WEEKS**

- 2.1 Provide additional detail (cost item breakdown) to the preliminary cost estimate. In addition to a breakdown of construction costs, estimate will include design development, construction drawings, demolition/site prep, utility fee allocation as well as cost per square foot and cost per unit.
- 2.4 Review costs with City Staff, Manuel Castillo and the City Commission.

### **ASSUMPTIONS**

1. The City will assist in some of the cost breakdowns
2. This scope is the first step in finding out how many units can be on the site and how the buildings and parking could be designed on this site. This is a conceptual design study. Future steps in developing the property would include a more developed design and proceeding through the Planning Board approval process.

## COMPENSATION

The proposed total lump sum fee compensation for this scope of work is **\$16,125.00**

### Basic Services

Task 1 – Google Site Plan, 3-D design, 3 Elevations and Rendering. **\$12,450.00**

#### Architect:

Principal Architect: 12 hours x \$225/ hr = \$2,700.00

Intern Architect: 40 hours x \$125/hr = \$5,000.00

Draftsperson: 50 hours x \$95/hr = \$4,750.00

Task 2 – Additional Cost Estimate Breakdown **\$3,675.00**

#### Architect:

Principal Architect: 9 hours x \$225/ hr = \$2,025.00

Architect: 11 hours x \$150/hr = \$1,650.00

**Total** **\$16,125 .00**

### Hourly Rates as per Annual Contract:

Principal Architect: \$225.00/HR

Architect: \$150.00/HR


Intern Architect: \$125.00/HR

Drafting: \$95.00/HR

Structural Engineer: \$160.00/HR

MEP Engineer: \$150.00/HR

  
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**Jim Scholl** **Date**  
**City Manager**

  
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**William P Horn, RA** **Date**  
**Principal**