



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

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.