



THE CITY OF KEY WEST  
Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

## EMERGENCY DECLARATION

**To:** Gregory Veliz, City Manager  
**From:** Albiona Balliu, Senior Project Manager  
**Effective Date:** February 6, 2020

### **Action Statement**

Request the City Manager approve the emergency procurement to provide additional funding in the amount of \$28,472.00 to TetraTech Inc (Tetra) for further environmental site assessment at the former Mosquito Control property currently being developed as the Garden View Apartments.

**Ordinance: 2-797 (2) Emergency Procurement – “the city manager may make emergency procurement of commodities or contractual services where the cost exceeds \$50,000.00 when there exists a clear and present threat to public health, property, welfare, safety or other substantial loss to the city...”**

### **Justification:**

Tetra, under a General Service Agreement (Res. 17-229), provided Phase I and Phase II Environmental reports required for the Key West Housing Authority (KWH) underwriting process. Previously awarded Community Development Block Grant – Disaster Recovery funding in the amount of \$11.6M is contingent upon completing the underwriting process in an allotted time.

During the Phase II Environmental Report, Tetra discovered the former Mosquito Control chemical storage area is contaminated with organochlorine pesticides. The City tasked Tetra to provide an assessment of the contaminated area. The area was discovered to be larger than anticipated in the original task order of \$49,991.00. A change order was required by Tetra to determine the complete area of contamination.

- Approval of this change order provided critical time for the completion of necessary pre-construction site-work.
- Mobilization will now be able to commence on February 13<sup>th</sup>, 2020.

- The Change Order rates match the general environmental contract and the scope and effort have been deemed reasonable.
- This emergency procurement in the amount of \$28,472.00 shall be ratified by the city commission at the next scheduled city commission meeting.

**Recommendation**

Engineering request City Manager Gregory Veliz approve the emergency procurement of the change order from Tetra to provide a complete environmental site assessment of the former Mosquito Control property at the proposed Affordable Housing site in the amount of \$28,472.00.

City Manager Signature

Date