Monroe County Project Management  
1100 Simonton Street, Suite 2-216  
Key West, FL 33040

Date: August 5, 2019  
To: Kevin Wilson, Assistant County Administrator  
From: Cary Knight, Director of Project Management  
Subject: Additional Work at the West Martello

The Monroe County Project Management Department used the scope of work and costs associated for the work at the East Martello in 2018 as the basis for an RFP to complete similar brick restoration work in 2019 at the West Martello.

The most critical work was divided into four phases based on level of disrepair but only the first two phases were included when compared to the project budget and similar work completed at the East Martello. The RFP also included unit pricing should there become an opportunity to add additional scope if the project came in under budget. The grant awarded for the work at the West Martello is $850,000.00.

As a result of an increase in proposals, better pricing than expected was obtained resulting with a contract for $466,175.00. Staff then looked at the unit pricing to determine how much additional work could be added. It was determined that not all of the remaining phases of work would be added under unit pricing. Project Management presented all of the remaining work and asked for a lump sum pricing. That lump sum pricing came in at $313,306.00.

Staff recommends adding the scope of work to the contract using a change order which leaves a surplus of $70,000.00 in grant funds for further work that can be determined as the project proceeds. The contractor is the lowest responsible responding respondent and the lump sum pricing was below the established unit pricing.

Cary Knight

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