



## THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

# EMERGENCY DECLARATION

**To:** Jim Scholl, City Manager

**From:** John Paul Castro, Utilities Director

**Effective Date:** February 7th, 2019

**Action Statement:** Request the City Manager approve the emergency procurement to repair the generator end of the WWTP back up generator by Charley Toppino and Sons, Inc. in the amount of \$108,778.92

**Ordinance: 2-797 (2) Emergency Procurement – “the city manager may make emergency procurement of commodities or contractual services where the cost exceeds \$20,000.00 when there exists a clear and present threat to public health, property, welfare, safety or other substantial loss to the city...”**

**Justification:**

After Hurricane Irma the back-up generator at the Wastewater Treatment Plant failed. The wind driven rain from the storm penetrated the electrical enclosure and the electronic controls stopped working.

In 2018 the City and Jacobs worked to assess the generator. The motor ran perfectly, and the generator was still producing power for the plant. The assessment showed that the radiator needed service, the motor needed to be cleaned and painted. The generator end would need to be tested.

The City commission approved a task order from Charley Toppino and Sons, Inc. to get the items from the assessment remedied and the generator end mega-ohm tested. The test is something that should be done periodically to generators which puts a load bank on the unit to make sure it can provide the voltage necessary for it's intended use.

Pantropic Power mega-ohm tested the generator end Friday, February 1. The unit failed the test. The inside of the generator end still produces power but will imminently fail and burn up if not replaced. This large part of the generator must be taken out via crane by removing the enclosure roof. The generator section will be cleaned, dried, new installation will be installed, and the unit will be put back in service.

During the down time the back-up generator rental being retained for the City will need be extended for one month in case of long-term power outages that may occur.

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

MEMORANDUM

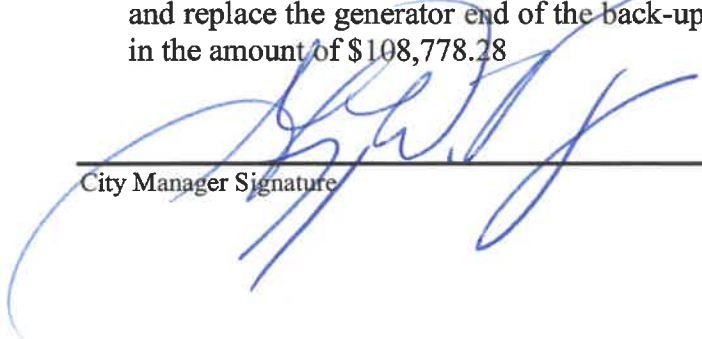
The consequences of not repairing the generator end at this time could be loss of power due to failure during an emergency such as a power outage or hurricane. Once the generator end fails it can no longer be repaired. If we were to run the generator until failure it could take up to 6 months to procure and accept delivery of the new part. The down time without a back-up generator would cost the department \$120,000.00 in rental fees alone.

**Recommendation:**

Utilities request the City Manager approve the emergency procurement of a task order to remove, rebuild, and replace the generator end of the back-up generator at the WWTP from Charley Toppino and Sons, Inc. in the amount of \$108,778.28

City Manager Signature

Date



4/7/19