



## THE CITY OF KEY WEST

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MEMORANDUM

# EXECUTIVE SUMMARY

**TO:** Community Redevelopment Agency

**FROM:** Key West Bight Management District Board  
Karen Olson, Deputy Director Port & Marine Services

**DATE:** August 3, 2018

**SUBJECT:** Task Order approval, Charley Toppino & Sons, Inc.

### **ACTION STATEMENT**

Resolution approving a Task Order to Charley Toppino & Sons, Inc., under the General Utilities Services Contract, for Seaport Parking Lot Rehabilitation in the amount of \$287,910.46. And approving the necessary budget transfer.

### **BACKGROUND**

The main parking lot at the Key West Historic Seaport has not received any maintenance in many years. The pavement is failing, striping is faded and erratic and the signage is either old or just non-existent.

The City advertised an Invitation to Bid (ITB #15-021) for the General Utilities Services (GU) Contract. Charley Toppino & Sons, Inc. was one of two contractors awarded a three-year contract by Resolution 15-292.

The Key West Bight Management District Board approved this item at their August 15, 2018 meeting.

### **PURPOSE AND JUSTIFICATION**

The proposed task order will provide asphalt milling, 1.5" asphalt pavement, concrete curbing and sidewalk, a pay station shelter for both pay stations, minor landscaping, striping and signage to accommodate a one-way traffic pattern within the existing 43,000 main parking lot. The access road, directly north of the main parking lot, will also be milled and paved under this task order.

This task order will also provide the required ADA access from the parking lot to our facilities waterward of the lot.

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

**Financial Issues**

Funds in the amount of \$170,199 are available in the Key West Bight Infrastructure Fund account #405-7505-575-6300 (KB75051701 – Seaport Parking Lot Rehabilitation). Fund shortfall, in the amount of \$117,712, will be transferred from the reserve fund.

This project is requesting additional funds in the amount of \$105,000 in the FY19 budget cycle, upon this approval that CIP request will be cancelled.

**Recommendation**

Key West Bight Management District Board recommends approving the Task Order to Charley Toppino & Sons, Inc., under the General Utilities Services Contract, for Seaport Parking Lot Rehabilitation in the amount of \$287,910.46. And approving the necessary budget transfer.