



## THE CITY OF KEY WEST

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MEMORANDUM

**TO:** Jim Scholl, City Manager  
**Cc:** Greg Veliz, Asst. City Manager  
**FROM:** John Paul Castro, Utilities Director  
**DATE:** January 24, 2019

**SUBJECT: Ratifying the City Managers Emergency Procurement for Effluent Riser Repairs at Pump Station A**

**Action statement:**

This resolution would ratify the City Managers emergency procurement signed on January 29<sup>th</sup> to approve a task order from Charley Toppino and Sons, Inc. to install 1 riser pipe at Pump Station A in the amount of \$44,877.17. The emergency declaration was signed pursuant to code of ordinances section 2-797 (2) emergency procurement.

**Purpose and Justification:**

Pump Station A located the intersection of Thomas and Amelia St. is one of the City's largest wastewater pump stations. One of the riser pipes which carry the effluent from the station sheared at the joint from corrosion of the flange bolts.

City Staff met with Toppinos to create a scope of work to replace the riser.

It was determined that the repair was necessary to be expedited. The City Manager determined the risk of the delay could cause a public safety hazard.

Toppino's scope of work is to pump out the station, connect bypass pumping to keep sewage flow going to plant. The damaged riser will be disconnected, and a new riser connected.

The emergency declaration was issued pursuant to code of ordinances 2-797 (2) emergency procurement where the City Manager may make emergency procurements 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.

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

The task order was furnished by Charley Toppino and Sons, Inc. from General Utilities Services contract, resolution 18-322. City staff has determined the effort to complete the repair to be reasonable. The rates match those approved within the contract.

**Financial Impact:**

Funds for the project will be paid out of fund 401-3503-535-4600, repairs and maintenance.

**Recommendation:**

Staff recommends ratifying the City Managers emergency procurement for pipe and contractual services to Charley Toppino and Sons, Inc. in the amount of \$44,877.17.