



## MEMORANDUM

---

Date: November 14, 2024

To: Honorable Mayor and Commissioners

Via: Todd Stoughton  
Interim City Manager

From: Matt Willman  
Utilities Director

Subject: **File ID 24-6454: City of Key West Pump Station G Rehabilitation Contract Extension**

---

### **Introduction**

Approval of Change Order #1 to Pump Station G Rehabilitation with Charley Toppino & Sons, Inc (CT&S) to extend the contract period to from November 22, 2024, to July 23, 2025 with no additional cost to the project.

### **Background**

The City of Key West and Charley Toppino & Sons entered into a contract for the rehabilitation of sanitary pump station G on December 20, 2023, with a period of 300 days to complete (Resolution 23-345). Since the date of execution, the submittal and lead time for product delivery has taken much longer than estimated in the original contract. Both parties have been working diligently to move the project forward however issues outside either party's control have delayed progress.

CT&S is asking to extend the contract period to July 23, 2025, (an additional 243 days) to complete the project. City staff agrees that this extension time is reasonable.

### **Procurement**

There is no additional cost to this change order.

### **Recommendation**

The City Manager's office recommends that the Mayor and City Commission authorize the City Manager to extend the contract period 243 days to July 23, 2025, for Charley Toppino & Sons, Inc. to complete the rehabilitation of Pump Station "G" with no additional cost to the project.

Attachment A: Original contract

Attachment B: Resolution 23-345

Attachment C: Charley Toppino & Sons, Inc. recent schedule

Attachment D: Letter requesting extension

Attachment E: Work Change Directive