



MEMORANDUM

Date: January 6, 2026

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

CC: Matt Willman
Utilities Director

From: Elizabeth Ignoffo
Permit and Contract Engineer

Subject: **Ratification of the Emergency Procurement for Repair of the Sanitary Sewer Force Main on North Roosevelt Boulevard, in the Amount of \$78,453.32, from Charley Toppino & Sons, Inc., Pursuant to City of Key West Code of Ordinances, Section 2-797(2) Emergency Procurement; Authorize a Budget Transfer Within the Sewer Fund; and Authorize the City Manager to Execute Necessary Documents Upon Consent of the City Attorney. (File ID 25-4872).**

Introduction

This resolution will approve the emergency procurement of construction services from Charley Toppino & Sons, Inc., in the amount of \$78,453.32, pursuant to The City of Key West Code of Ordinances, Section 2-797(2) for emergency procurement, and approve a budget transfer within the sewer fund in the amount of \$116,733.32, which includes costs for equipment, materials, and labor to repair the force main, reconstruction the roadway, and a penalty fine for the discharge of wastewater to nearshore waters.

Background

The 24" PVC sanitary sewer force main was put in beneath the inbound lane of North Roosevelt Boulevard and Truman Avenue, from Glynn R. Archer, Jr. Drive (14th Street) to Georgia Avenue, in accordance with City Commission Resolution 10-355 that approved a Joint Participation Agreement with the Florida Department of Transportation (FDOT) for Utility Work by Highway Contractor Agreement.

On October 14, 2025, in the evening, the FDOT contractor hit the 24” PVC sanitary sewer force main and caused approximately 40,000 gallons of wastewater to flow into the nearshore waters at 3101 North Roosevelt Boulevard.

City of Key West Police Department responded to the spill location to prevent the construction crew from getting hit by vehicles traveling towards the area and instructed communications to contact Jacobs/OMI, who immediately responded and began the process to shut down pump stations, isolate the force main, and stop sewage discharge.

Charley Toppino & Sons, Inc., was procured to make emergency repairs to the 24” PVC sanitary sewer force main, in accordance with City Commission Resolution 24-134, renewal of the General Utilities and Infrastructure Services Contract Agreement, in response to Invitation to Bid No. 21-007. Amount of the task order proposal is \$78,453.32. Work included equipment, materials, and labor necessary to excavate and replace the damaged pipeline, backfill and compact the roadway, in accordance with FDOT standards, and lay the asphalt patch over the work area.

The city is required to safeguard public health, as a requirement of the State of Florida Domestic Wastewater Facility Permit, FLA147222. Repair of the damaged force main was necessary.

Procurement

Emergency procurement of services from Charley Toppino & Sons, Inc., for repair of the damaged 24” PVC sanitary sewer force main, in the amount of \$78,453.32; and a budget transfer within the sewer fund in the amount of \$116,733.32, which includes costs for equipment, materials, and labor to repair the force main, reconstruction the roadway, and a penalty fine for the discharge of wastewater to nearshore waters.

City of Key West Code of Ordinances, Sec. 2-797(2), empowers the city manager to authorize contractual services, where the cost exceeds \$50,000.00 and when there exists a threat to public health, property, welfare, safety or substantial loss to the city. The directional drilling activities by the FDOT contractor damaged the force main and caused a substantial spill of wastewater onto the roadway and into the nearshore waters, exposing the public to sanitary sewer wastewater that contains pathogens with the potential to make people and animals sick.

Pursuant to Sections 2-739(b), the city manager may effect transfers within a fund without limit, provided that the fund remains in balance. A budget transfer from 4013501 5359900 Other Uses to 4013503 5354600 renewal and replacement, repairs and maintenance will be necessary.

Recommendation

The City Manager’s Office recommends the Mayor and Commission approve the resolution to ratify the emergency procurement of construction services from Charley Toppino & Sons, Inc., in the amount of \$78,453.32, for equipment, labor, and material costs to repair the 24” PVC force main on North Roosevelt Boulevard; authorize a budget transfer within the sewer fund, in the amount of \$116,733.32; and authorize the City Manager to execute documents upon the consent of the City Attorney.