




MEMORANDUM

Date: April 11, 2024

To: Honorable Mayor and Commissioners

Via: Albert P. Childress
City Manager 

From: Kelly Crowe, P.E.
Utility Director

Subject: **24-5671 Approval of Task Order 11-23 to Jacobs Engineering Group, Inc. for engineering services for Pump Station F Grinder**

Introduction

Authorize the City Manager to execute Task Order 11-23 from Jacobs Engineering Group, Inc. in the amount of \$128,498.00 for design, permitting, bid and construction phase services for the installation of a wastewater grinder at Pump Station "F", and authorize any necessary budget transfers upon consent of the City Attorney.

Background

The City of Key West (CKW) owns and operates twenty-six wastewater pump stations responsible for conveying wastewater flows to the Richard A. Heyman Environmental Protection Facility. Pump Station F is part of those twenty-six facilities. CKW has been experiencing ongoing clogging problems at Pump Station F. The existing pumps are frequently getting clogged with rags and other solids, requiring immediate attention from the City Operations and Maintenance Staff. Also, this situation is increasing the possibility of wastewater overflowing if the pumps cannot be unclogged quickly.

To resolve the clogging issues, City staff recommends installing a grinder upstream of the existing pumps to cut into smaller pieces any rags or solids that could clog the pumps. The addition of a grinder will help alleviate the instances of sanitary sewer overflows in District F.

Procurement

This project was not originally budgeted for the fiscal year 2023/24; however, it is critical to install a grinder at Pump Station 'F'. The City's operations and maintenance contractor, OMI, has to commit

extensive resources near the pump station to ensure any clogging can be quickly resolved to prevent a sanitary sewer overflow. The installation of a grinder will help OMI reallocate their staff to resolve other issues that could arise.

The amount proposed by Jacobs Engineering for this task is \$128,498.00. Funds in the amount of \$128,498.00 will be transferred from Account 401-3501-535-9900 (Reserves/Other Uses) to account 401-3503-535-6500 (Renewal and Replacement/Construction in Progress).

Jacobs will be performing the work outlined in the task order under their General Engineering Services contract authorized per Resolution 23-029 and executed on March 28, 2023.

Recommendation

The City Manager's Office recommends the Mayor and City Commission authorize the City Manager to execute Task Order 11-23 to Jacobs Engineering Group, Inc. in the amount of \$128,498.00 to engineer and design the installation of a grinder at Pump Station F to alleviate clogging in the station's pumps and authorize any necessary budget transfers.

Exhibits:

Exhibit A – Task Order 11-23

Exhibit B – Resolution 23-029