



## THE CITY OF KEY WEST

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# EXECUTIVE SUMMARY

**TO:** Patti McLaughlin, Interim City Manager  
Todd Stoughton, Interim Asst. City Manager

**FROM:** John Paul Castro, Utilities Director

**DATE:** April 22nd, 2021

**SUBJECT: Ratifying an Emergency Declaration to Repair 25 Manholes on North Roosevelt Boulevard**

### **Action Statement:**

Request to ratify the interim city managers emergency declaration pursuant to code of ordinances 2-797 (2), emergency procurement, to Charley Toppino & Sons, Inc. to repair 25 manhole rings on North Roosevelt Boulevard in the amount of \$128,339.81

### **Background:**

In 2011 the City Commission approved a Deferred Utility Relocation Expense Reimbursement Agreement with the Florida Dept. of Transportation, resolution 11-252, for the installation of a 24" forcemain as part of the North Roosevelt Boulevard sewer force main project. Due to the nature of the forcemain avoiding conflict storm and water pipe there are high points along the 1.5 mile stretch of pipe. Those high points require the installation of air relief valves (ARV) to allow built up air pressure to exit the line. The ARV's must be serviceable and therefore have structures built around them with manholes for access.

The project was complete in 2014 and the contract warranty period was 5 years.

### **Purpose and Justification:**

In the middle of 2020 the utilities department started to investigate the depression of manhole covers on North Roosevelt Boulevard. The city's contractor, OMI has already raised one manhole ring and removed and filled another due to the dangerous circumstances present to vehicles, especially motorcycles and mopeds.

There are 25 failing manhole rings that need to be repaired before further deterioration occurs.

MEMORANDUM

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

The proposal from Charley Toppino & Son's, Inc. is based on the 2018 general utilities contract pricing that is now expired. The new general utilities contract is currently being advertised. The timing to open the proposals, prepare the item for commission approval, and have them set for an agenda will take more than 45 days. Staff would then be required to request a proposal from the new contract and then get commission approval for that proposal. The process to approve a proposal from the new contract would take more than 70 days.

The failing manhole rings are deteriorating with every vehicle that passes. The City has repaired the 2 that were considered dangerous to the public. City staff requests the proposal be approved to start repairs as expeditiously as possible to prevent a potentially dangerous situation.

Staff has reviewed the itemized cost and labor mix and finds the proposal to be fair and reasonable. Staff believes it is unreasonable to wait for the general utilities contract to be active for this repair and requested use of code 2-797 (2), emergency procurement, by the city manager due to a "clear and present threat to public health."

**Financial Impact:**

The funds for the project were budgeted in Sewer/Renewal & Replacement/Repairs and Maintenance 401-3503-535-4600.

**Recommendation:**

Staff recommends ratifying the emergency declaration signed April 19<sup>th</sup>, 2021 by interim city manager Patti McLaughlin to repair 25 manholes on North Rousevelt Boulevard by Charley Toppino and Sons, Inc. in the amount of \$128,339.81 pursuant to code of ordinances 2-797 (2) emergency procurement.