



# Monthly Finance Department Report

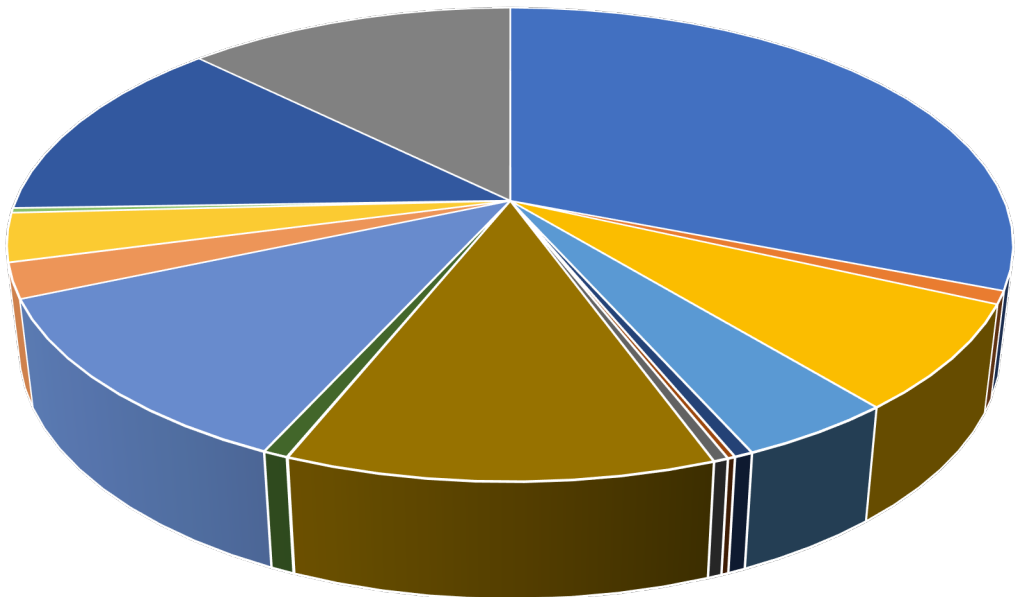
**To:** Brian L. Barroso, City Manager

**Date:** August 8, 2025

**From:** Christina Bernaldi, Director of Finance

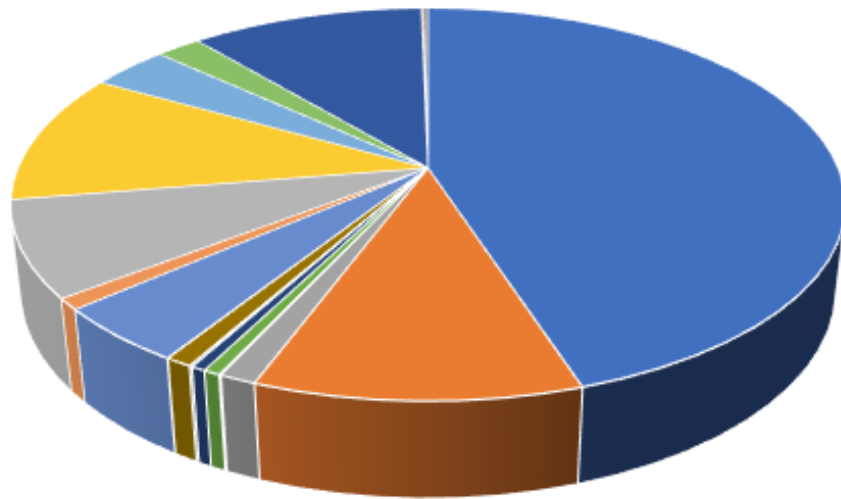
**Subject:** July 2025 Finance Department Report

City of Key West Revenue Collections - July 2025



- |                          |                                    |                                   |
|--------------------------|------------------------------------|-----------------------------------|
| ■ General Fund           | ■ Community Development Office     | ■ Stormwater Fund                 |
| ■ Solid Waste Fund       | ■ Gas Tax Fund                     | ■ Navy Outer Mole Fund            |
| ■ Truman Waterfront Fund | ■ Adaptation & Sustainability Fund | ■ Affordable Housing Trust Fund   |
| ■ Infrastructure Fund    | ■ Community Fund                   | ■ Transportation Alternative Fund |
| ■ Sewer Fund             | ■ Transit Fund                     | ■ Law Enforcement Trust Fund      |
| ■ Garrison Bight Fund    | ■ Capital Projects Fund            | ■ Fort Taylor Fund                |
| ■ Insurance Fund         | ■ Bahama Village CRA               | ■ Key West Bight Fund             |
| ■ Caroline Street CRA    |                                    |                                   |

City of Key West Expenditures - July 2025



- General Fund
- Gas Tax
- Affordable Housing
- Adaptation & Sustainability
- Transportation Alternative Fund
- Law Enforcement Trust
- Sewer
- Solid Waste
- Transit
- Insurance Fund
- Caroline Street CRA
- Infrastructure Fund
- Fort Taylor Fund
- Truman Waterfront
- Community Fund
- Community Development Office
- Capital Projects
- Stormwater
- Key West Bight
- Garrison Bight
- Bahama Village CRA

- 241 Purchase Orders Issued - \$1,690,264
- 2 Regular Payroll Distributions - \$3,638,901
- 1,223 Invoices Processed
- 159 Checks and 188 EFT Transactions were issued for a Total of \$5,725,367

- 4 Solicitations Broadcast
  - BID 25-001 – Public-Private Partnership for Design, Financing, and Construction of Fire Station #3
  - RFP 25-017 – Sludge Transportation and Disposal Services
  - ITB 25-017 – Wind Hardening for Fire Station #1
  - RFP 25-014 – Property and Casualty Insurance
  
- 2 Bids Under Evaluation
  - RFP 25-016 – Solid Waste Hauling and Disposal Services
  - ITB 25-011 – Key west Bight Marina Replacement of pilings, Extension of H2 dock, and Repair of Cantilever

### **Solicitations Broadcasted**

During the month of July 2025, the City of Key West initiated multiple formal solicitations in accordance with its adopted procurement policies and applicable statutory requirements. These solicitations were issued to support ongoing infrastructure development, public safety improvements, and environmental compliance.

On July 17, 2025, at 8:00 a.m., the City officially issued a Notice of Calling for Bids for a Public-Private Partnership (P3) opportunity involving the design, financing, and construction of Fire Station #3. This solicitation is structured in accordance with Chapter 255 of the Florida Statutes, which governs public-private partnerships, and seeks to engage private-sector expertise and capital investment for the development of a critical public safety facility. Proposals in response to this solicitation are due no later than September 10, 2025, and the City anticipates presenting a recommendation for award to the City Commission in October 2025.

In addition, during the month of July, the City issued a Request for Proposals (RFP) for the provision of sludge transportation and disposal services. This solicitation aims to identify a qualified and experienced vendor to manage the City's biosolid hauling and disposal needs in accordance with all applicable environmental and regulatory standards. Proposals must be submitted to the City by 3:00 p.m. on August 20, 2025. The anticipated award of this contract is expected to occur in September 2025, following evaluation of the proposals received.

The City also advertised an Invitation to Bid (ITB) related to the wind hardening of Fire Station #1, a project funded through the Federal Emergency Management Agency's Hazard Mitigation Grant Program (HMGP). The purpose of this solicitation is to enhance the structural resilience of

the facility in preparation for future severe weather events. All bids must be submitted by August 27, 2025, at 3:00 p.m. This project is subject to all applicable federal procurement and grant compliance requirements, including but not limited to the Davis-Bacon Act, Buy American provisions, and 2 CFR Part 200.

The City Clerk's Office conducted formal bid openings during July 2025 for previously advertised solicitations. On the designated opening date, the Clerk's Office opened the sole proposal received in response to RFP 25-016, which was issued for the City's Solid Waste Hauling and Disposal Services. The proposal is currently under review for responsiveness and compliance with the RFP requirements. Likewise, the Clerk's Office opened the sole bid received in response to ITB 25-011, which was issued for the replacement of pilings, extension of the H2 Dock, and repair of the cantilever walkway at the Key West Bight Marina. This bid is currently undergoing evaluation to determine whether it meets the technical specifications and budgetary constraints of the project.

During both the regular and special City Commission meetings held in July 2025, the Commission took formal action on specific solicitations. Notably, during the special meeting held on July 23, 2025, the City Commission voted to reject all proposals received in response to RFP 25-004, which was issued for the Water Quality Monitoring Program. The motion to reject all proposals was approved by a vote of six (6) in favor and one (1) opposed.

In summary, the City of Key West's procurement activities in July 2025 reflect a continued commitment to transparency, fiscal responsibility, and the advancement of key municipal priorities. All solicitation processes are being conducted in accordance with applicable laws and best procurement practices to ensure fairness, open competition, and optimal value for public funds.

### **Additional Information**

In addition to the formal solicitation activity and award approvals conducted during the month of July, the City of Key West is currently preparing to initiate a separate solicitation for the disposition of approximately twenty (20) surplus vehicles. These vehicles, which have been deemed no longer necessary for municipal operations, will be sold in accordance with the City's surplus property disposal procedures. The sale of these assets will not only reduce the number of vehicles requiring ongoing insurance coverage and maintenance, but will also alleviate congestion at the Palm Avenue vehicle storage facility by freeing up valuable space. Moreover, the proceeds generated from the sale of these surplus vehicles will constitute unrestricted revenue, which may be allocated by the City for future operational or capital needs, subject to applicable budgetary and appropriation requirements.