



THE CITY OF KEY WEST

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TO: Jim Scholl, City Manager
Greg Veliz, Asst. City Manager – Operations

FROM: John Paul Castro, Utilities Director

DATE: November 30, 2015

SUBJECT: Ratification of the City Manager’s Emergency Approval for Pump Station Repair Kits and Impeller from Xylem Water Solutions USA in the Amount of \$24,091.00

ACTION STATEMENT:

This resolution will ratify the City Manager’s emergency approval of a purchase order to Xylem Water Solutions USA for two pump repair kits and one impeller in the amount of \$24,091.00.

The agreement was executed pursuant to City of Key West Code of Ordinances Sec. 2-797(2), exemption for emergency procurement, which authorizes the City Manager to make emergency procurement to approve contractual services where the cost exceeds \$20,000.00 and when there exists a threat for substantial loss to the city or a public safety hazard.

BACKGROUND:

Both pump stations B and C utilize model 3300 Flyte pumps. OMI keeps stock of repair kits which are used every few years and a spare impeller.

Within the last 2 months both of the repair kits and the impeller that were kept on the shelf have been used leaving the City without the ability to rebuild pumps at stations B and C if they were to fail.

PURPOSE & JUSTIFICATION:

These rebuild parts are expensive and are purchased yearly as part of the approved budget. City staff and OMI have been working on the purchases that require City Commission approval. Those purchase requests will not be ready until the January agenda.

City staff feels the risk of not having these rebuild kits for over a month is too high. These parts are critical to public safety. If one of the two pumps at either station goes

MEMORANDUM

down the wastewater system will be extremely vulnerable. A back-up and sewer overflow would only take hours.

FINANCIAL IMPACT:

Funds for the pump repair kits and impellers were budgeted in FY 15/16 in account 401-3504-535-4600 for \$33,600. The repairs and maintenance account has a balance of \$313,000.00

RECOMMENDATION:

City staff recommends ratification of the City Manager's emergency procurement for two Xylem pump repair kits and one Xylem impeller in the amount of \$24,091.00.