



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

TO: Jim Scholl, City Manager

FROM: Elizabeth Ignoffo, Permit Engineer

CC: James Bouquet, P.E., Engineering Director

DATE: September 10, 2014

SUBJECT: **Declaration of Emergency Procurement in Excess of \$20,000.00 for Mechanical Integrity Testing of Injection Wells located the Richard A. Heyman Environmental Protection Facility**

City of Key West Code of Ordinances Sec. 2-797(2) authorizes the city manager to make contractual services where the cost exceeds \$20,000.00, when there exists a threat for substantial loss to the city. An emergency procurement for services to perform mechanical integrity testing (MIT) on the injection wells located at the Richard A. Heyman Environmental Protection Facility is requested.

City of Key West operates two injection wells for the disposal of treated effluent from the Richard A. Heyman Environmental Protection Facility. Chapter 62-528, F.A.C. stipulates each injection well must undergo mechanical integrity testing every five years. MIT is scheduled to be completed no later than December 1, 2014.

City staff is requesting the city manager obtain the services of a well testing company, on an emergency basis for the following reasons:

1. Well mechanical integrity testing must be completed prior to December 1, 2014;
2. Insufficient time remains to process a formal competitive procurement for mechanical integrity testing services; and
3. Failure to perform mechanical integrity testing, as required by permit, will result in significant penalty to the city.

Sec. 2-797(2) advises emergency procurement shall be made with such competition as is practical under the circumstances. Contractor selection will be based upon results of the Broward County, Florida competitive Solicitation No Y1128904C1 for wastewater treatment plant injection well mechanical integrity testing. Bid included the same mechanical integrity testing services that the City of Key West is seeking. Scope of work included furnishing all labor, materials, equipment, services and incidentals for the mechanical integrity testing of the deep injection wells.

MEMORANDUM

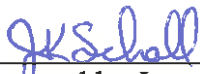
Local well companies had the opportunity to compete on the Broward County publicly advertised bid. Four (4) responsive bids were received from qualified bidders, with unit price per well ranging from high to low, \$54,000.00; \$35,600.00; \$35,00.00; and \$33,785.00. Low bidder was Layne Christensen Company. Bids received are fair and reasonable, based on \$31,000.00 price per well paid for MIT five years ago.

Total cost for mechanical integrity testing of two (2) deep injection wells would be \$79,651.00, based on a cost of \$33,785.00 per well, \$6,081.00 for payment and performance guarantee and insurance, and \$6,000.00 water use charges allowances.

Funds for mechanical integrity testing are budgeted in sewer budget line item 401-3503-535-46.

City staff seeks to hire Layne Christensen Company to perform mechanical integrity testing on two deep injection wells located at the Richard A. Heyman Environmental Protection Facility.

In accordance with Sec. 2-797(2), emergency procurement of contractual services for MIT shall be presented to the City Commission for ratification, at the next scheduled meeting.



Approved by James K. Scholl
City Manager



Date