




PURCHASING STATEMENT ITB 24-013 MEMORANDUM

Date: September 5, 2024
To: Todd Stoughton, Interim City Manager
CC: Christina Bervaldi, Finance Director
From: Jessica Durocher, Purchasing Agent 
Subject: City of Key West Code Section 2-835 (b) Award other than to lowest bidder

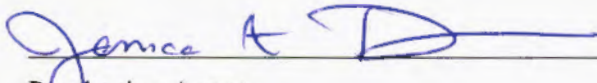
Statement

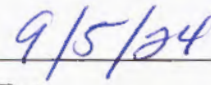
In accordance with the City of Key West Code of Ordinances Section 2-835(b) regarding Invitation to Bids (ITB), Requests for Proposals (RFP) and Requests for Qualifications (RFQ) Award to Other Than Low Bidder, a statement of explanation is required when an award is given to a vendor who is not the low bidder.

The statement must be completed to document the decision and should accompany the purchase order requisition so that it may be attached to the purchase order for audit purposes.

Explanation

The award of ITB 24-013 Ferry Terminal Renovation Project was approved via Emergency Procurement Declaration pursuant to City of Key West Code of Ordinance Section 2-797 (2). This was due to the clear and present threat to property, safety and other substantial loss to the City as it is hurricane season and the replacement doors, windows and roofing elements of this bid need to be started as soon as possible. Additionally, this project was awarded a grant agreement and is in part funded ARPA funds which prioritize the utilization of this grant funding by December 31, 2024. The award was made to D.L. Porter, a responsible offeror, ranked second by both Base Bid and Base Bid plus Alt Bids 1,2,3 & 5. The lowest bidder, Marino, bid proposal package included conditions outside of the bid specifications and unauthorized alterations such as non-compliant roofing finishes and un-approved manufactures. As a result, the bid was rejected pursuant to 2-834 (3) and the second lowest bidder was selected for the award of the contract.


Purchasing Agent


Date