



MEMORANDUM

Date: September 14, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress
City Manager *APC*

From: Gary Volenec, P.E.
Engineering Director

Subject: **Approving a construction Work Order for gravel surfacing at Truman Waterfront Park to Charley Toppino & Sons, Inc.**

Introduction

Staff recommends that the Mayor and City Commission approve a construction Work Order for Charley Toppino & Sons, Inc. for gravel surfacing of a portion of the grassed area at Truman Waterfront Park in the amount of \$200,000 and authorize the City Manager to execute a contract in substantial conformance with the Contract Documents upon consent of the City Attorney and execute any necessary budget transfers.

Background

The City of Key West submitted a grant application in April of 2022 for TDC funding from their 2023 Bricks and Mortar Capital Projects funding cycle to assist in improving the grassed area across from Coffee Butler Amphitheater at Truman Waterfront Park. The amphitheater and park have become a "destination location" for the City's 2.7 million annual visitors and frequently hosts events and festivals which make use of this lot. The use and loading in this grassed area with vehicles, pedestrians, trailers, temporary modular facilities, powerboats, etc. has a detrimental impact on the overall condition with frequency that makes maintenance and upkeep challenging.

In October of 2022 the City received a grant award agreement from the Tourist Development Council (TDC) after September Commission approval per Resolution 22-195. Grant funds in the amount of \$200,000 were awarded for *Key West Amphitheater Enhancements Phase II*. This capital improvement project includes installation of #57 stone and geocell stabilization material as well as an additional driveway for the grassed area in Truman Waterfront Park across from Coffee Butler Amphitheater.

Procurement

The construction Work Order with Charley Toppino & Sons, Inc. utilizes the City's Continuing Services Contract for General Utilities Services as approved by Resolution 21-125. This Work Order will install approximately 2,700 square yards of #57 stone, which will be stabilized with an HDPE geocell material. This geocell material will increase the load capacity of the #57 stone and increase service life. Installation of an additional concrete driveway apron will provide improved access to the area, which is also used by the Key West Police Department for the adjacent horse stables and run.

This project is budgeted under account 101-4303-543-6300, project number IS43032301. The funding for this project is \$278,00 of which \$200,000 is funded by the TDC grant.

Recommendation

The City Manager's Office recommends that the Mayor and Commission approve a construction Work Order to Charley Toppino & Sons, Inc. for \$200,000 and authorize the City Manager to execute a contract in substantial conformance with the contract documents upon consent of the City Attorney. Staff also recommends authorizing the City Manager to execute any necessary budget transfers.