



MEMORANDUM

Date: November 5, 2025

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

From: Keith Bring
Engineering Dept Project Manager

Subject: **Authorize the acceptance of the Design & Supply of the Bathroom-Pro Shop-Maintenance Building proposal from ROMTEC through the Sourcewell Contract**

Introduction

Authorize the acceptance of the Design & Supply of the Bathroom-Pro Shop-Maintenance Building proposal from ROMTEC at Bayview Park in the amount of \$365,550.00 via the Sourcewell Contract without formal competitive procurement under Sec 2-797 (3) Purchases and acquisitions under contracts of federal government and the state or its political subdivisions.

Background

The replacement of the bathroom facility and Pro Shop for Bayview Park has been approved in the FY 25/26 Budget. The new building will be incorporated as part of Phase 2 of the renovation of the park. There have been many issues through the years of patrons locking themselves into the existing bathroom building due to single stall design, a pro shop building that is in dire need of replacement with extensive termite damage, and no available covered storage for maintenance equipment.

The new building will allow a cohesive structure including incorporating new vending machines, concluding with the demolition of the exiting bathroom building when the new structure is built, where it will open up space for future development.

Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to its members. Participation is open to all levels of governmental entity, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada.

Vendor desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and its Members.

The City of Key West is a member of Sourcewell ID#58115.

Procurement

The engineering design, bid, and construction of the Bathroom–Pro Shop–Maintenance Building is funded under the Infrastructure Surtax/Parks and Recreation/Infrastructure 101-7201-572-6300 for \$365,550. Total funds allocated for Phase 2 are \$2,289,697.

Recommendation

The City Manager recommends accepting the Design & Building Supply of the Bathroom-Pro Shop-Maintenance Building proposal for Bayview Park from ROMTEC, for a total of \$365,550.