



Monthly Finance Department Report

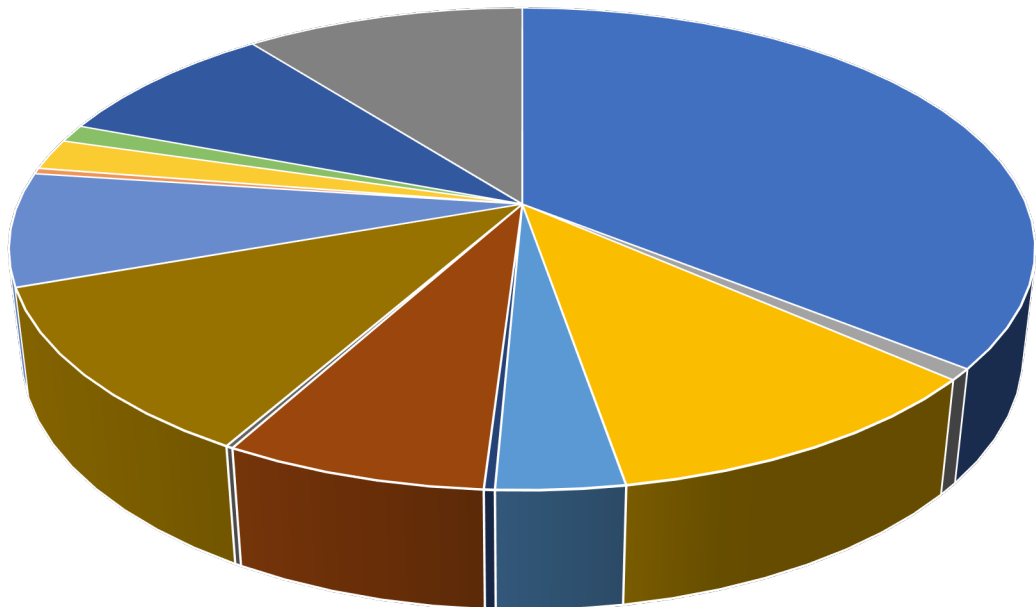
To: Brian L. Barroso, City Manager

Date: May 6, 2025

From: Christina Bernaldi, Director of Finance

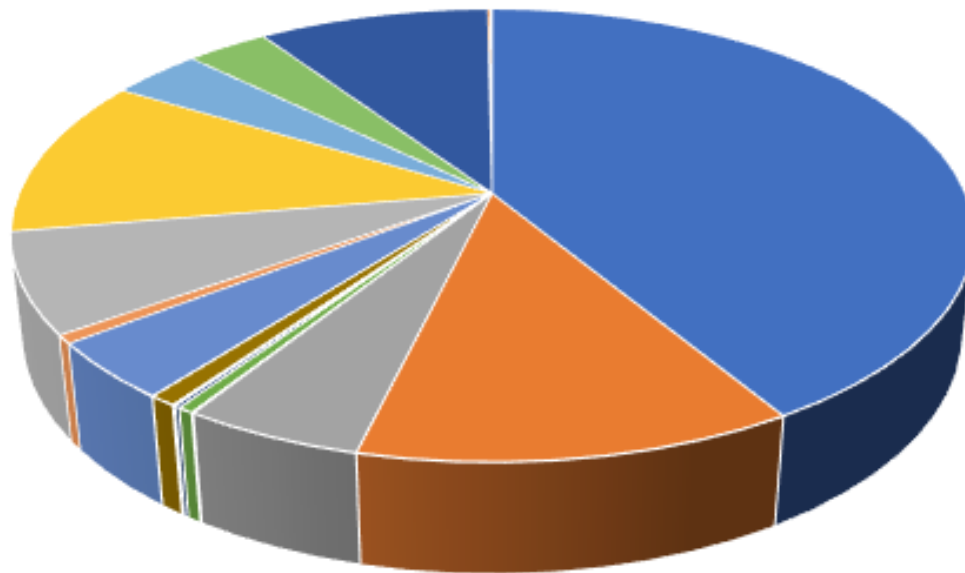
Subject: April 2025 Finance Department Report

City of Key West Revenue Collections - April 2025



- | | | |
|--------------------------|------------------------------------|-----------------------------------|
| ■ General Fund | ■ Community Development Office | ■ Stormwater Fund |
| ■ Solid Waste Fund | ■ Gas Tax Fund | ■ Navy Outer Mole Fund |
| ■ Truman Waterfront Fund | ■ Adaptation & Sustainability Fund | ■ Affordable Housing Trust Fund |
| ■ Infrastructure Fund | ■ Community Fund | ■ Transportation Alternative Fund |
| ■ Sewer Fund | ■ Transit Fund | ■ Law Enforcement Trust Fund |
| ■ Garrison Bight Fund | ■ Capital Projects Fund | ■ Fort Taylor Fund |
| ■ Insurance Fund | ■ Bahama Village CRA | ■ Key West Bight Fund |
| ■ Caroline Street CRA | | |

City of Key West Expenditures - April 2025



- | | |
|-----------------------------------|--------------------------------|
| ■ General Fund | ■ Infrastructure Fund |
| ■ Gas Tax | ■ Fort Taylor Fund |
| ■ Affordable Housing | ■ Truman Waterfront |
| ■ Adaptation & Sustainability | ■ Community Fund |
| ■ Transportation Alternative Fund | ■ Community Development Office |
| ■ Law Enforcement Trust | ■ Capital Projects |
| ■ Sewer | ■ Stormwater |
| ■ Solid Waste | ■ Key West Bight |
| ■ Transit | ■ Garrison Bight |
| ■ Insurance Fund | ■ Bahama Village CRA |
| ■ Caroline Street CRA | |

- 270 Purchase Orders Issued - \$1,396,474
- 2 Regular Payroll Distributions - \$3,631,227
- 1,223 Invoices Processed
- 144 Checks and 232 EFT Transactions were issued for a Total of \$8,382,892

- 5 Bids Broadcast
 - RFP 25-005 – Historic Building Rehabilitation Lease and Adaptive Use Cable Hut(s)
 - RFP 25-007 – Historic Building Rehabilitation Lease and Adaptive Use Hospitality House
 - RFP 25-006 - Historic Building Rehabilitation Lease and Adaptive Use 402 Wall Street
 - ITB 25-010 – Phase One Southernmost Seawall Project
 - RFP 25-013 – Private Security Services

- 5 Bids Opened
 - RFP 25-004 – Water Quality Monitoring
 - ITB 25-008 – Piling Replacement/H2 Dock Extension/Cantilever Walkway Repair
 - ITB 25-002 – Stormwater Well Rehabilitation Projects
 - RFQ 25-002 – Environmental Engineering Services
 - ITB 25-007 - Dennis Street Pump Station Improvement Phase II

- 1 Bid Awarded/Closed
 - ITB 25-001 - Pump Station "F" Grinder Installation
 - Charley Toppino & Sons Inc.

Bids Broadcast, Opened, Awarded and Closed-

During the month of April 2025, the City's Office of Procurement actively supported the advancement of key municipal initiatives by issuing five formal solicitation documents for a range of upcoming City projects. These efforts underscore the City's ongoing commitment to transparency, fair competition, and the effective execution of essential public works. The first solicitation released included proposal documents for the rehabilitation, lease, and operation of several municipally owned properties, specifically the Hospitality House, 402 Wall Street, and the Cable Hut(s). These bid documents were publicly advertised and made available to interested parties on April 3, 2025. In alignment with the City's procurement protocols, the City Clerk's Office is scheduled to open the sealed bids on May 12, 2025, at 3:00 p.m.

In addition to this solicitation, the City advertised a second opportunity for contractors involving Phase One of the Southernmost Seawall Project, a critical infrastructure effort

aimed at strengthening the resilience of the City's coastline. The submission deadline for this project is May 8, 2025. Moreover, the Office of Procurement issued a solicitation for Private Security Services covering three high-priority City-owned facilities: the Key West Bight, the Key West Bight Ferry Terminal, and the City Marina. This solicitation is intended to ensure the ongoing safety and protection of these heavily trafficked public spaces, which serve as vital components of the City's maritime operations and tourism infrastructure.

In addition to issuing new solicitations, the City Clerk's Office conducted four official bid openings during the month of April. The first was for Invitation to Bid (ITB) 25-002 – Stormwater Well Rehabilitation Projects, for which two responsive proposals were received—one from A.C. Schultes of Florida, Inc., and another from Charley Toppino & Sons, Inc. A formal recommendation for contract award is scheduled to be presented to the City Commission at its meeting on May 6, 2025. The second opening involved Request for Qualifications (RFQ) 25-002 – Environmental Engineering Services, a solicitation designed to secure qualified firms to support various City environmental initiatives. The submitted proposals will be evaluated on May 12, 2025, with an anticipated recommendation for award expected at the Commission's June 2025 meeting. The third opening was for Request for Proposals (RFP) 25-004 – Water Quality Monitoring Program, which aims to implement a robust initiative to monitor and protect the City's water quality. Proposals for this solicitation were publicly opened in April, and the formal evaluation process is scheduled for May 12, 2025, at 11:00 a.m. The final bid opening was for Invitation to Bid (ITB) 25-008 – Piling Replacement, H2 Dock Extension, and Cantilever Walkway Repair Projects, which supports critical marine infrastructure enhancements. Proposals for this project were opened in April, and a recommendation for contract award is expected to be submitted to the City Commission for review in June 2025.

During April, the City Commission approved the award for Invitation to Bid (ITB) 25-001, related to the Pump Station "F" Grinder Installation Project (Project No. SE 35032401). The City received two bids for this project, and a contract not to exceed \$916,500.00 was awarded to Charley Toppino & Sons, Inc. This project is critical to the City's wastewater infrastructure and will enhance the reliability and efficiency of the pump station system

Additional Information-

The City Commission has authorized City Staff to review the proposal submitted by Fortress Security for the construction of Fire Station #3 under the Public-Private Partnership Business Model. This unsolicited proposal is currently under evaluation by City Staff to determine whether it qualifies as a viable project for the City's consideration, initial meeting to review the proposal submitted is scheduled for April 11, 2025.