



THE CITY OF KEY WEST

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MEMORANDUM

TO: Bob Vitas, City Manager

FROM: Greg Veliz, Community Services Director

VIA: David Fernandez, Assistant City Manager- Operations

DATE: May 20, 2013

SUBJECT: After-the-Fact Approval of a Month to Month Contract for Right of Way Maintenance and Sidewalk Cleaning Services

ACTION STATEMENT: Approving an After-the-Fact, Month to Month Contract for Right of Way Maintenance and Sidewalk Cleaning Services to Charley Toppino & Sons Inc. as per original contract based on Resolution 08-041 without exceeding the remaining approved budgeted amount of \$220,370, or the end of FY 2012-13, whichever comes first.

BACKGROUND:

The Right of Way Maintenance and Sidewalk Cleaning Services Contract expired in January of 2013. Prior to the contract expiration, the City conducted a formal solicitation in which all submitted bids exceeded the budgeted amount. City Commission passed Resolution 13-116 rejecting all bids due to budgetary reasons.

PURPOSE AND JUSTIFICATION: In an effort to maintain a high level of service, staff asked the previous contractor, Charley Toppino and Sons, Inc. if they could continue to provide Right of Way Maintenance and Sidewalk Cleaning Services on a month-to-month basis until staff had determined a course of action or until the end of the fiscal year, whichever came first.

OPTIONS:

1. Approve the After-the-Fact, Month to Month Contract for Right of Way Maintenance Services to Charley Toppino & Sons Inc. This option allows for staff to develop the most efficient and cost effective course of action.
2. Disapprove the After-the-Fact, Month to Month Contract for Right of Way Maintenance Services to Charley Toppino & Sons Inc. A potential degradation in right of way maintenance and sidewalk cleanliness could ensue.

Key to the Caribbean – Average yearly temperature 77° F.

FINANCIAL IMPACT:

The Right of Way and Sidewalk Cleaning Contract is funded under the Internal Improvements, Streets Account No. 102-4102-541.34. Currently the budgeted amount for this contract is \$329,400 for FY 2012-13.

RECOMMENDATION:

Staff recommends approval Option 1; approve the After-the-Fact, Month to Month Contract for Right of Way Maintenance Services to Charley Toppino & Sons Inc., not to exceed September 30, 2013.