

RESOLUTION NO. 24-305

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AWARDING THE BID OF PEDRO FALCON CONTRACTORS, INC. IN RESPONSE TO INVITATION TO BID ("ITB") #24-015 FOR KEY WEST FIRE DEPARTMENT BOAT LIFTS PROJECT IN THE TOTAL AMOUNT OF \$201,376.00; AUTHORIZING ANY NECESSARY BUDGET TRANSFERS OR ADJUSTMENTS; AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT IN SUBSTANTIAL CONFORMANCE WITH THE BID DOCUMENTS; PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, one bid was opened on October 16, 2024 in response to ITB #24-015 for Key West Fire Department Boat Lifts Project, and City staff recommends award of bid to the sole responsive and responsible bidder, Pedro Falcon Contractors, Inc.; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AS FOLLOWS:

Section 1: That the bid of Pedro Falcon Contractors, Inc. in Response to ITB #24-015 for Key West Fire Department Boat Lift Project is hereby awarded in the amount of \$201,360.00.

Section 2: That this project is partially funded via a 2021 Port Security Grant, and additional funds are available to be re-allocated from Infrastructure/Police Department/Machinery and Equipment account 101-2101-521-6400 (up to \$75,000.00) and Infrastructure/Fire Department/Machinery and Equipment Account 101-2201-522-6400 (up to \$75,000.00). Any necessary budget transfers or adjustments are hereby authorized.

Section 3: That the City Manager is authorized to execute a contract in substantial conformance with the bid documents, upon consent of the City Attorney.

**SIGNATURES ON NEXT PAGE**

Section 4: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by the signature of the Presiding Officer and the Clerk of the Commission.

Passed and adopted by the City Commission at a meeting held this 12th day of December, 2024.

Authenticated by the Presiding Officer and Clerk of the Commission on 12th day of December, 2024.

Filed with the Clerk on December 12, 2024.

Mayor Danise Henriquez	<u>Yes</u>
Vice Mayor Lissette Carey	<u>Yes</u>
Commissioner Aaron Castillo	<u>Yes</u>
Commissioner Monica Haskell	<u>Yes</u>
Commissioner Mary Lou Hoover	<u>Yes</u>
Commissioner Sam Kaufman	<u>Yes</u>
Commissioner Donald "Donie" Lee	<u>Yes</u>

  
DANISE HENRIQUEZ, MAYOR

ATTEST:

  
KERI D'BRIEN, CITY CLERK



## MEMORANDUM

---

Date: December 12, 2024

To: Honorable Mayor and Commissioners

Via: Todd Stoughton  
Interim City Manager

From: David Allen, P.E.  
Engineering Director

Subject: **Awarding the construction contract to Pedro Falcon Contractors Inc. for the Key West Fire Department Boat Lifts Project**

---

### Introduction

Staff recommends that the Mayor and City Commission award a construction contract to Pedro Falcon Contractors Inc. for the bid proposal received in response to Invitation to Bid (ITB) No. 24-015 and authorize the City Manager to execute a contract in substantial conformance with the bid documents upon consent of the City Attorney and execute any necessary budget transfers.

### Background

The Key West Fire Department has a floating dock on North Roosevelt Boulevard located across from Fire Station No. 1 for use with their fire rescue boat as well as for use for Key West Police Department vessel operations. The 30' fire rescue boat currently remains in the water year-round, except for maintenance activities. Aside from possible marine growths which can slow the vessel down, full-time contact with the aluminum hull requires constant maintenance of the vessel's cathodic protection system and can lead to deterioration of the hull, engines, and other critical equipment.

In 2021 the City received grant funding for the refurbishment and repair of a KWPD vessel as well as funding for two motorized boat lifts. Engineering proceeded to task GHD, Inc. with permitting and design services for the two boat lifts. An City received an exemption letter from the South Florida Water Management District in 2023 and final Environmental and Historic Preservation review was completed by FEMA in 2024. The project was originally bid in June under ITB No. 24-011, which received no responses and re-bid in September under ITB No. 24-015. Only one proposal was received in response to ITB No. 24-015, which was from Pedro Falcon Contractors Inc.

**Purpose and Justification**

The installation of two boat lifts at the existing KWFD floating dock would significantly decrease maintenance cost and time and increase the reliability for both KWFD and KWPD vessels.


**Procurement**

Funding for the boat lift installation is partially grant funded via a 2021 Port Security Grant in the amount of \$52,500, which leaves \$148,876 as the City share of the project. Both KWPD and KWFD have budgeted funds for radios in the FY24/25 budget which will not be expended in FY24/25 and are available to be re-allocated for this procurement. \$75,000 is available in Infrastructure/Police Department/Machinery and Equipment account number 101-2101-521-6400 and \$75,000 is available in Infrastructure/Fire Department/Machinery & Equipment account 101-2201-522-6400.

**Recommendation**

Staff recommends that the Mayor and Commission approve the award of the construction contract to Pedro Falcon Contractors Inc. for the bid proposal received in response to Invitation to Bid (ITB) 24-015 in the amount of \$201,376.00 and authorize the City Manager to execute a contract in substantial conformance with the bid documents upon consent of the City Attorney. Staff also recommends authorizing the City Manager to execute any necessary budget transfers.

# INTEROFFICE MEMORANDUM

**To:** Ian McDowell, City Engineer  
**CC:** Jessica Durocher, Purchasing  
**From:** Keri O'Brien, City Clerk   
**Date:** October 16<sup>th</sup> 2024  
**Subject:** ITB #24 – 015 – KWFD Boat Lift

---

The following bid was opened Wednesday, October 16<sup>th</sup>, 2024, at 3:00 p.m. in response to the above referenced project.

1. Pedro Falcon Contractors, Inc.  
31160 Avenue C,  
Big Pine Key, FL 33043

TOTAL: \$201,376.00