



MEMORANDUM

Date: October 12, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress 
City Manager

From: Gary Volenec, P.E.
Engineering Director

Subject: Petronia Street Paving Project - Ratification of Emergency Transfer of Funds

Introduction

Authorize the ratification of the emergency transfer of funds and the City Manager's approval a Task Order proposal for \$279,336.08 to Charlie Toppino and Sons, Inc. (CTS) to install asphalt paving and pavement markings on Petronia Street from Duval Street to Fort Street prior to the Goombay Street festival in lieu of patching the deteriorated roadway.

Background

The City Awarded Contract ITB #22-010, *Right of Way Improvements 2022*, to CTS to provide paving services and sidewalk improvements throughout the City of Key West. Petronia Street was presented for rehabilitation for the 2023 fiscal year on the list of projects for the Right of Way ITB #22-010 as a marginal roadway with an average PCI median index of 48.5.

PETRONIA ST	DUVAL ST	DUPONT LN	Asphalt	Fair	56
PETRONIA ST	SHAVERS LN	DUVAL ST	Asphalt	Poor	39
PETRONIA ST	WHITEHEAD ST	SHAVERS LN	Asphalt	Marginal	40
PETRONIA ST	TERRY LN	WHITEHEAD ST	Asphalt	V Poor	22
PETRONIA ST	THOMAS ST	TERRY LN	Asphalt	Poor	32
PETRONIA ST	CHAPMAN LN	THOMAS ST	Asphalt	Marginal	43
PETRONIA ST	EMMA ST	PATONE ST	Asphalt	Poor	37
PETRONIA ST	FORT ST	EMMA ST	Asphalt	Marginal	45

This index, which was presented in the Pavement Management Analysis Report, dated October 2019, has further decreased since then due to rainwater penetrating the damaged asphalt surface, contributing to transverse and longitudinal cracking. Under the proposed Task Order the contractor will improve roadway conditions by installing a portion of F Curb and milling the damaged surface and repaving Petronia Street. This Task Order also includes pavement markings and utility structures will also be adjusted.

Emergency Justification

Community Services had identified funds which they proposed to utilize to perform partial lane repaving, crack repairs and filling of potholes along Petronia Street from Duval Street to Fort Street. Additionally, the Engineering Department had milling and asphalt placement scheduled for a portion of United Street for early October. In recent discussion on the two projects, the Directors of the respective Departments determined that the best approach would be to use the funding to provide full width mill and paving of Petronia Street (in lieu of patching) using the current Right of Way Improvements 2022 contract while the paving equipment was in Key West from the mainland. The window of opportunity was limited, especially as the Goombay Street Festival is scheduled for October 20, 2023, and it would be best to have the pavement cure for at least 5 days prior to the festival. Through careful coordination with the Contractor and subcontractors, October 9th was made available to start the work, which could be completed that week. As October 9th is Columbus Day, a City Holiday, Engineering staff obtained permission from the City Manager to start the paving work on the holiday. However, the only way to accommodate this tight timeframe of the existing paving work scheduled for the United Street Roadway Improvements Project, and mill and pave Petronia Street while not impacting the Goombay Street Festival was to perform an emergency transfer of funds and have the City Manager approve the Task Order to initiate the work prior to obtaining approval at the regularly scheduled City Commission Meeting on October 12, 2023.

Procurement

The funding necessary to complete this project was not available in the Internal Improvements/Gas Tax Fund, however, City Staff was able to identify funds previously allocated to Project Number IS72012304 – Recreational Facility Parking Lot Mill and Pave located in the Infrastructure Surtax Fund/Parks and Recreation, Account Number 101-7201-572-6300. The proposed resolution would ratify the transfer of funds in the amount of \$279,336.08 from Infrastructure Surtax/Parks and Recreation/Infrastructure, Project Number IS72012304, Account Number 101-7201-572-6300 to Internal Improvements/Gas Tax Fund/Streets/Infrastructure, Project Number II41022302, Account Number 102-4102-541-6300 which was necessary to complete the Petronia Street Paving Project.

Recommendation

Staff recommends ratification of the transfer of funds to allow installation of asphalt paving, and pavement markings on Petronia Street from Duval Street to Fort Street prior to the Goombay Street festival, the authorization of the City Manager's execution of the task order for \$279,336.08 to Charley Toppino and Sons, Inc. (CTS), and execute any necessary budget transfers/amendments.