



MEMORANDUM

Date: May 6, 2025

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

CC: Christina Bervaldi
Director of Finance

From: Lucas Torres-Bull
Procurement Manager

Subject: **File ID 25-3698 - Recommendation to Award (Subject to Negotiation) for Stormwater Well Rehabilitation Project (ITB 25-002) to Charley Toppino & Sons, Inc and A.C. Schultes of Florida, Inc on a Task Order Basis.**

KH

Introduction

City staff respectfully recommends that the Mayor and City Commission adopt a resolution authorizing the City Manager to enter into a contractual agreement with Charley Toppino & Sons, Inc. and A.C. Schultes of Florida, Inc for the Stormwater Well Rehabilitation Project, as specified in Invitation to Bid (ITB) No. 25-002. Additionally, staff requests approval for any related budget amendments necessary to facilitate project execution.

Background

On February 27, 2025, at 8:30 a.m. (EST), the City publicly issued ITB 25-002 through The Citizen newspaper and the DemandStar electronic bidding platform. This competitive solicitation invited qualified contractors to submit sealed bids for the Dennis Street Phase II Stormwater Improvements.

Bid responses were formally opened on April 8, 2025, at the City Clerk's Office. Only two contractors submitted proposals. Upon thorough evaluation, Charley Toppino & Sons, Inc. and A.C. Schultes of Florida, Inc were determined to be the most responsive and responsible bidders, offering both technical compliance and financial value to the City.

Bid Submissions:

- Charley Toppino & Sons, Inc. – \$28,050.00
- A.C. Schultes of Florida, Inc – \$60,018.00

Procurement and Fiscal Impact

The total anticipated cost for the proposed construction is on a task order basis and subject to fund availability. Funds for Stormwater Well Rehabilitation have been and will be annually budgeted in Stormwater Construction/Repair and Maintenance Account Number 402-3802-538-4600.

Recommendation

In light of the competitive procurement process and favorable pricing received, City staff recommends the Mayor and Commission adopt a resolution authorizing the City Manager to execute an agreement with Charley Toppino & Sons, Inc. and A.C. Schultes for Florida, Inc for the Stormwater Well Rehabilitation Project in accordance with ITB 25-002, and approving any required budget amendments to fully fund and implement the project.

Attachments:

- Resolution – Authorizing Execution of Agreement
- Cover Memorandum – Project Overview and Justification
- Procurement Memorandum – Summary of Bid Process and Evaluation
- ITB 25-007 – Stormwater Well Rehabilitation Project
- Bid Evaluation Memo – Cost Summary and Vendor Ranking
- Proposals Received:
 - Charley Toppino & Sons, Inc.
 - A.C. Schultes of Florida, Inc