



MEMORANDUM

Date: September 14, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress
City Manager APC

From: Kelly Crowe, P.E.
Utilities Director

Subject: **Authorizing City Manager to Execute an Agreement with Mettler Toledo in Accordance with Section 2-797(1)(b) of the Code of Ordinances to Provide Power Cell Replacement, Baseplate Replacement and Refurbishment of the Scale Decks at the City Transfer Station, Located on Rockland Key.**

Introduction

Authorize the City Manager to execute a sole source agreement pursuant to Section 2-797(1)(b) of the Code of Ordinances in an amount not to exceed \$116,110.84 with Mettler Toledo to furnish and install new power cells, baseplates and refurbish the scale decks at the City Transfer Station, upon the review and consent of the agreement by the City Attorney. Authorize any necessary budget adjustments.

Background

The City of Key West transfer station processes over 45,000 tons of material annually. The components of the scales were installed during FY 2009/2010 and the power cells (suspension) are of an age where they are not repairable. The local climate and periodic saltwater inundation have caused the power cells and baseplates to become rusted together preventing disassembly. Drilling out the rusted connections and reusing the baseplates could compromise the integrity of the baseplates which could lead to collapse causing down time at transfer station and require a much more costly complete scale replacement.

The most cost-effective preventative measure to keep the transfer station operational is to replace the power cells and base plates before they fail. The replacement process requires the removal of the scale decks which are recommended to be refurbished every 5 years to extend the life expectancy of the decks. Records do not indicate that refurbishment has been completed to as of 2023. The requested replacement and refurbishment work is to prevent the complete failure of the scales which could lead to the inability of the transfer station to operate and move waste.

Procurement

Staff has recommends authorizing a sole source procurement per Section 2-797(1)(b) of the Code of Ordinances. Mettler Toledo currently provide scale maintenance and repair services for the City scales as well as Monroe County and other private entities in the Keys. Their ability to maintain and repair their products in a timely manner is critical to keeping sustaining operations at the Transfer Station.

This work is budgeted in FY 2022/23. Funds in the amount of \$125,000 are budgeted in account 403-3402-534-6400. The cost of \$116,110.84 is within the budgeted amount.

Recommendation

Staff recommends the Mayor and Commission approve the resolution authorizing the City Manager to enter into the agreement, execute documents with Mettler Toledo, upon the consent of the City Attorney, to replace the power cells, replace the base plates and refurbish the scale decks in the amount of \$116,110.84.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AUTHORIZING THE PROCUREMENT OF POWER CELLS, BASEPLATES AND REFURBISH THE SCALE DECKS FROM METTLER TOLEDO, INC. IN AN AMOUNT NOT TO EXCEED \$116,110.84, ON A SOLE SOURCE BASIS, AND IN THE BEST INTERESTS OF THE CITY, PURSUANT TO SECTION 2-797(1) AND 2-797(4)(b) OF THE CODE OF ORDINANCES; AUTHORIZING ANY NECESSARY BUDGET ADJUSTMENTS; AUTHORIZING THE CITY MANAGER TO EXECUTE NECESSARY DOCUMENTS UPON CONSENT OF THE CITY ATTORNEY; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Mettler Toledo brand truck scales were installed during FY 2009/10 at the Key West transfer station, and refurbishment/replacement of certain components including power cells, baseplates and the scale decks is necessary to ensure the transfer station can keep operating efficiently; and

WHEREAS, Key West Code of Ordinances section 2-797(1) permits the purchase of goods and services without competition on a sole source basis under certain specified conditions; and

WHEREAS, City staff has determined that Mettler Toledo is the only vendor/manufacturee that provides parts and certified service for the Mettler Toledo scales equipment currently in use at the transfer station, and the procurement of power cell replacement, baseplate replacement and refurbishment of the scale decks from Mettler Toledo, pursuant to the sole source provisions of Key West Code of Ordinances section 2-797(1) is permitted; and

WHEREAS, pursuant to City Code Section 2-797(4)(b), the City Manager finds that exceptional circumstances exist to exempt a purchase from the competitive bid requirements in the best interests of the City; and

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

Section 1: That the procurement of new power cells, baseplates and refurbishment of the scale decks by Mettler-Toledo, Inc. in an amount not to exceed \$116,110.84, on a sole source basis and in the best interests of the City, pursuant to Sections 2-797(1) and 2-797(4)(b) of the code of ordinances, is hereby approved.

Section 2: That funds adequate for this purchase are budgeted in FY 22/2023 in account No. 403-3402-534-6400 (Scale Plate Replacement), and any necessary budget transfers or adjustments are hereby authorized.

Section 3: That the City Manager is authorized to execute any necessary documents, upon consent of the City Attorney.

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 _____ day of _____, 2023.

Authenticated by the Presiding Officer and Clerk of the

Commission on _____ day of _____, 2023.

Filed with the Clerk on _____, 2023.

Mayor Teri Johnston _____

Vice Mayor Sam Kaufman _____

Commissioner Lissette Carey _____

Commissioner Mary Lou Hoover _____

Commissioner Clayton Lopez _____

Commissioner Billy Wardlow _____

Commissioner Jimmy Weekley _____

TERI JOHNSTON, MAYOR

ATTEST:

KERI O'BRIEN, CITY CLERK