

RESOLUTION NO. 25-103

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA AWARDED THE RESPONSIVE BIDS OF CHARLEY TOPPINO & SONS, INC. AND A.C. SCHULTES OF FLORIDA, INC. IN RESPONSE TO INVITATION TO BID 25-002 FOR STORMWATER WELL REHABILITATION; AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE A GENERAL UTILITIES AND INFRASTRUCTURE SERVICES CONTRACT WITH BOTH BIDDERS, UPON CONSENT OF THE CITY ATTORNEY'S OFFICE; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City has maintained general utility service contracts for nearly 20 years; and

WHEREAS, Indefinite Delivery Indefinite Quantity (IDIQ) contracts allow the Utilities Department to task approved contractors with specific work tasks that have known unit pricing; and

WHEREAS, having these contracts in place eliminates the time and cost required to advertise, bid, approve and contract for tasks the Department's needs to perform on a regular and/or emergency basis; and

WHEREAS, the City owns and operates 92 stormwater injection wells as part of the City's stormwater collection system and, over time, sediment and debris deposits diminish well capacity which, in turn, reduces the collection system's designed efficiency; and

WHEREAS, to ensure our collection system operates as designed, these wells require periodic cleaning or "rehabilitation"; and

WHEREAS, funds for Stormwater Well Rehabilitation have been, and will be, annually budgeted in Stormwater Construction/Repair and Maintenance Account Number 402-3802-538-4600; and

WHEREAS, the responsive bid proposals received from Charley Toppino and Sons, Inc. and A.C. Schultes of Florida, Inc. satisfy the terms, specifications and requirements set forth in the competitive solicitation of bids;

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

Section 1: The City Commission hereby awards the responsive bid proposals received from Charley Toppino and Sons, Inc. and A.C. Schultes of Florida, Inc. in response to ITB 25-002, for Stormwater Well Rehabilitation.

Section 2: The City Manager is authorized to negotiate and execute a General Utilities and Infrastructure Services Contract with both bidders upon consent of the City Attorney's office. Any necessary budget transfers or amendments are hereby authorized.

Section 3: 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 6th day of May, 2025.

Authenticated by the Presiding Officer and Clerk of the Commission on the 6th day of May, 2025.

Filed with the Clerk on May 6, 2025.

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 O'BRIEN, CITY CLERK



MEMORANDUM

Date: May 6, 2025

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

From: Matt Willman
Utilities Director

Subject: **Approving Two Responsive Bidders for a Stormwater Well Rehabilitation General Utility Services Contract (File ID 25-3698)**

Introduction

Staff are requesting that the City Commission approve Charley Toppino and Sons, Inc. (CTS), and A.C. Schultes of Florida, Inc. for a general utilities and infrastructure services contract in response to ITB 25-002 Stormwater Well Rehabilitation. The initial contract term will be 3 years with a City option to extend for an additional 2 years and is a unit price indefinite quantities contract.

Background

The City has maintained general utility service contracts for nearly 20 years. Indefinite delivery indefinite quantity (IDIQ) contracts allow Utilities Department to task approved contractors with specific work tasks that have known unit pricing. Having these contracts in place eliminates the time and cost required to advertise, bid, approve, and contract for work tasks the Department needs to perform on a regular and/or emergency basis.

The City owns and operates 92 Stormwater injection wells as part of the City's stormwater collection system. Over time sediment and debris deposits diminish well capacity, which in turn reduces the system design efficiency. To ensure our collection system operates as designed these wells require periodic cleaning or "rehabilitation".

Financial

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

Staff recommend that City Commission approve Bid Proposals from Charley Toppino and Sons Inc., and A.C. Schultes of Florida, Inc. and authorize the City Manager to negotiate and execute a general utilities and infrastructure services contract with both bidders upon consent of the City Attorney.



MEMORANDUM

Date: May 6, 2025

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

CC: Christina Bernaldi
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.**

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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

INTEROFFICE MEMORANDUM

To: Sean McCoy, Utilities
CC: Lucas Torres-Bull, Procurement Manager
From: Keri O'Brien, City Clerk
Date: April 11, 2025
Subject: ITB No. 25-002 Stormwater Well Rehabilitation Projects



The following bids were opened Thursday, April 3, 2025 at 3:00 PM in response to the above referenced project.

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|---|--------------------|
| 1. A.C. Schultes of Florida, Inc.
dba Jaffer Well Drilling
1451 SE 9 Ct.
Hialeah, FL 33010 | \$60,018.00 |
| 2. Charley Toppino & Sons, Inc.
129 Toppino Industrial Drive
Key West, FL 33040 | \$28,050.00 |