



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

TO: Brian L. Barroso, City Manager

CC: Matt Willman, Utilities Director

FROM: Sean McCoy P.E. Principal Engineer / Utilities

DATE: August 25, 2025

SUBJECT: Requesting City Manager Authorization for Charley Toppino & Sons Emergency Task Order to adjust Rings & Covers on City owned utilities in support of the FDOT N. Roosevelt mill & pave project.

Action statement: To approve an emergency task order from Charley Toppino & Sons, Inc. for the Not To Exceed amount of \$110,622.00 to adjust utility rings and covers as needed to support FDOT's mill & pave project of North Roosevelt Boulevard.

Background: Utilities has been coordinating with FDOT on their North Roosevelt Mill & Pave Project. We identified 32 City owned rings and covers that may or may not require vertical adjustment. Utilities was told by FDOT that the winning bidder (contractor) would notify and include the city in pre-construction planning to coordinate this work. This coordination never occurred, and now Utilities does not have sufficient time to onboard a contractor through City Commission before the work start date of September 2nd.

Please note that this is the cost if we were to adjust all 32 Rings and Covers. Because this is a Mill and Pave project the road profile is not being adjusted; therefore, the number of actual adjustments is expected to be much less than the 32 total.

Justification: Utilities requests that the City Manager authorize this emergency task order and have the task order ratified by City Commission at the September 11th City Commission meeting.

Financial Impact: Fees of \$110,622.00 will be paid from account 401 3503 535 6500 Sewer Fund / Renewal and Replacement / Construction In Progress.


City Manager


Date

Attachments:
Task Order ROW Improvements 2025