



MEMORANDUM

Date: August 6, 2025

To: Brian L. Barroso
City Manager

From: Ian McDowell, P.E.
Interim Engineering Director

Cc: Todd Stoughton
Assistant City Manager

Subject: Change Order 1 for Eaton & White Street paving project

Recommendation

Staff recommend approving a Change Order in the amount of \$157,389.54 to Charley Toppino & Sons, Inc., and to execute any necessary budget transfers or amendments. This Change Order is for additional quantities required to complete construction on Eaton Street.

Background

The City of Key West is partnering with Monroe County and the Florida Keys Aqueduct Authority (FKAA) through an Interlocal Agreement (ILA) to repair a failing section of Eaton Street. The project includes trench restoration, drainage improvements, milling, paving, and pavement markings. Each agency is responsible for the costs associated with their respective utilities, including trench/drainage repairs and vertical adjustments of appurtenances.

To complete the work, the City obtained three work orders from Charley Toppino & Sons, Inc. (CTS), under the City's current Right-of-Way contract (ITB #22-010).

Due to the nature of the project, several contract quantities were based on preliminary estimates, as actual conditions could not be fully assessed until construction began and portions of the roadway were opened. Once work commenced, it became evident that additional quantities were necessary to address unforeseen conditions and ensure long-term durability. Given Eaton Street's importance as a high-traffic thoroughfare, staff determined it was in the City's best interest to authorize these increases while the contractor was mobilized. This approach minimized delays, avoided remobilization costs, and allowed for enhancements

such as a more durable road surface and ADA-compliant pedestrian improvements. These adjustments were approved by Engineering staff in the field.

Additional Work Items Authorized:

Work Description	Unit Cost	Total
Trench Restoration	\$150/SY	\$34,815.13
Asphalt	\$337.50/TN	\$69,781.50
Concrete	\$126/SY	\$31,332.42
Type F curb	\$55/LF	\$5,940.00
Type D curb	\$50/LF	\$11,700.00
Manhole removal	T&M	\$3,820.49
Total Change Order Cost		\$157,389.54
Total Project Cost		\$1,139,291.72

Procurement

The cost of this Change Order will be charged to Account No. 102-4102-541-6300 and Project No. II41022402-4.

Conclusion

Staff recommend approving Change Order no. 1 for Charley Toppino & Sons, Inc. in the amount of \$157,389.54, along with any associated budget transfers or amendments needed to support the additional work.