



MEMORANDUM

Date: March 4, 2025

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

From: David Allen
Engineering Director

Subject: **Fire Station #3 Emergency Spalling Repairs Change Order Ratification**

Introduction

Authorize the ratification of the City Manager's emergency approval of a change order in the amount of \$31,001.00 to Charley Toppino and Sons, Inc. CTS to perform additional Emergency Spalling Repairs to the Fire Station #3 building with any framing and restricted access components as required by the Engineer of Record using the General Service Contract. Authorizing any necessary budget transfers/amendments.

Background

The City of Key West, through Perez Engineering, procured a Structural Condition Assessment on Fire Station #3, located at 1525 Kennedy Drive, in September 2024. The structural reports have indicated increasing damage to the structural components of the building and the Engineer of Record (EOR) has indicated that several areas need to have spalling repairs performed to make the building safe for occupation of the employees and the public.

In November of 2024, the City issued a work order to Charley Toppino and Sons, Inc. (CTS) in the amount of \$49,500 using the *General Utilities and Infrastructure Services Contract* awarded under ITB 21-007 to perform the repairs indicated by the EOR. This construction was monitored by the EOR to ensure that public, employee, and contractor safety took precedence during this procedure.

While the repairs originally indicated were being performed, it was determined by the EOR to replace the entire garage bay door overhead beam in order to ensure the structural integrity of the building.

Per Ordinance 2-797 (2), Emergency Procurement, "The City Manager may make emergency procurement of commodities or contractual services where the cost exceeds \$50,000 when there exists a clear and present threat to public health, property, welfare, safety, or other substantial loss to the City."

Procurement

The original work order of \$49,500.00 was approved using the *General Utilities and Infrastructure Services Contract* awarded under ITB 21-007 and the emergency change order, in the amount of \$31,001.00, was approved using an Emergency Declaration by City Manager Brian L. Barroso. These approvals bring the total of the Emergency Repair to \$80,501.00. This procurement was funded using Infrastructure Account 101-2201-522-6200, Project Number IS22012201.

Recommendation

Staff recommends the City Commission authorize the ratification of the City Manager's emergency approval of change order in the amount of \$31,001.00 to CTS to perform spalling repairs to the Fire Station #3 building with any framing and restricted access components as required by the Engineer of Record. Authorizing any necessary budget transfers/amendments.