



## THE CITY OF KEY WEST

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**TO:** Jim Scholl, City Manager  
Greg Veliz, Asst. City Manager – Operations

**FROM:** John Paul Castro, Utilities Director

**DATE:** December 28, 2015

**SUBJECT:** **Ratification of the City Manager’s Emergency Change Order Approval for Installation of a 20 Inch Plug Valve on White St. to Charley Toppino and Sons, Inc. Pursuant to a General Utilities Task Order in the amount of \$6,840.00**

### **ACTION STATEMENT:**

This resolution will ratify the City Manager’s emergency approval of a change order to Charley Toppino and Sons, Inc. (CTS), general utilities task order for installation of a 20” plug valve in the amount of \$6,840.00.

The agreement was executed pursuant to City of Key West Code of Ordinances Sec. 2-845 (2), Change orders; where the city manager may approve change orders in an emergency in a construction contract that exceeds five cumulative percent of the contract price.

### **BACKGROUND:**

In December CTS was requested to propose a task order to install a 20” plug valve on the waste water line on the 400 block of White St. The timing of the install was to precede the White St. paving project scheduled for January 2016.

The plug valve replaced a non-functioning valve. The purpose of the valve is to have the ability to isolate sections of the City’s sanity sewer system when there are planned projects or in the event of repairs to damaged pipe.

### **PURPOSE & JUSTIFICATION:**

The task order from CTS was originally \$19,794.60. The project was expected to take 18 hours per the schedule of values in the proposal. Prior to cutting the line to drain the waste water, CTS coordinated with OMI to get the city’s lift stations completely pumped out and then shut down. The pump down includes the Navy’s systems that are connected to that particular section of the system.

After the lift stations were shut down CTS was given the okay to cut the line. This typically takes a few hours to bypass pump the volume of fluid within the pipe. When the

MEMORANDUM

line was cut the flow was slow and consistent. After approximately 30 minutes there was a large increase in pressure and the hole began to fill at a rate the pumps could not keep up with. CTS added a pump and the decision between city staff and CTS was to sleeve the pipe until we could figure out what caused the increase flow.

All telemetry showed that the pumps at the lift stations were all off. Without pumping the only way the lines could fill are if a check valve failed or if the flow came from an air pocket the let loose which can occur in pressurized system.

The following day the clearing of the system took place but OMI also shut the outgoing valves even though the pumps were shut down. After the sleeve was removed the flow was steady and never increased. The valve was replaced which took an additional 10 hours of labor and machinery.

**FINANCIAL IMPACT:**

Funds for the valve install change order were taken from the sewer fund miscellaneous repair budget 401-3503-535-4600 which has a balance of \$230,980.25.

**RECOMMENDATION:**

City staff recommends ratification of the City Manager's emergency procurement for change order to general utilities task order from Charley Toppino and Sons, Inc., in the amount of \$6,840.00