MEMORANDUM

Date: September 03, 2026

To: Honorable Mayor and Commissioners

Via: Brian L. Barroso
City Manager

CC: Christina Bervaldi
Director of Finance

From: Lucas Torres-Bull
Procurement Manager

Subject: Awarding the bid of Beach Raker, LLC, in response to Invitation to Bid No. 26-013 for Higgs Beach Cleaning Services, in the amount of $510,248.00 for the initial contract term ending January 25, 2029; Authorizing, at the City's sole option, one additional five-year renewal term in the amount of $1,185,000.00; Authorizing any necessary budget transfers, adjustments, or amendments; Authorizing the City Manager to execute a contract in substantial conformance with the bid documents and all necessary related documents, upon the consent of the City Attorney. (FILE ID: 26-5787)

Introduction

Staff recommends that the Mayor and City Commission approve a resolution awarding Invitation to Bid (ITB) 26-013, Higgs Beach Cleaning Contract, to Beach Raker, LLC, as the lowest responsive and responsible Bidder, and authorize the City Manager to execute a contract in substantial conformance with the bid documents.

Background

On August 4, 2026, Invitation to Bid (ITB) 26-013 was publicly advertised and posted on DemandStar (now known as OpenBids). The solicitation requested sealed bids from qualified contractors to provide all labor, materials, equipment, tools, transportation, fuel, supervision, and incidental services necessary to perform daily professional beach cleaning services at Higgs Beach. The required work includes seaweed sifting, collection, removal, and proper disposal, together with the removal of debris, trash, litter, and other accumulated materials from designated beach areas.

A mandatory pre-bid meeting and site walk-through was held at Higgs Beach on August 7, 2026,

at 1:00 p.m. One sealed bid was received and publicly opened on August 19, 2026, at 3:00 p.m. in the Office of the City Clerk.

Beach Raker, LLC submitted an Initial Contract Period Lump-Sum Bid of $510,248.00 and a Total Five-Year Option Renewal Price of $1,185,000.00, resulting in a Total Evaluated Bid Price of $1,695,248.00. Following review of the bid, staff identified Beach Raker, LLC as the lowest responsive and responsible Bidder capable of performing the scope of services required under ITB 26-013.

Procurement

The initial contract term will commence on October 1, 2026, or on the date specified in the City's Notice to Proceed, whichever occurs later, and will continue through January 25, 2029. The cost for the initial contract term is $510,248.00. At the City's sole discretion, the contract may be renewed for one additional five-year term, commencing January 26, 2029, and expiring January 25, 2034, in the amount of $1,185,000.00. The total evaluated contract amount, inclusive of the optional renewal term, is $1,695,248.00.

The initial contract term, from October 1, 2026 through January 25, 2029, in an amount not to exceed $510,248, will be funded through Tourist Development Council (TDC) beach cleaning funding awarded to Monroe County and subsequently assigned to the City of Key West in connection with the transfer of Higgs Beach to the City. Accordingly, costs incurred during the initial contract term are eligible for reimbursement from the TDC funding award. Prior to the expiration of the initial term, the City intends to apply for additional TDC beach cleaning funding to support any subsequent contract term or renewal, including the potential five-year renewal period, if exercised. Any future contract extension or renewal and associated expenditures will be subject to the availability and award of funding and all applicable City approvals.

Recommendation

Staff recommends that the Mayor and City Commission approve a resolution awarding ITB 26-013, Higgs Beach Cleaning Contract, to Beach Raker, LLC; authorize the City Manager to execute a contract in substantial conformance with the bid documents; authorize any necessary budget transfers, adjustments, or amendments; and authorize the City Manager to execute all necessary documents upon the consent of the City Attorney.