



## THE CITY OF KEY WEST

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

MEMORANDUM

**TO:** Jim Scholl, City Manager  
Greg Veliz, Assistant City Manager

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

**DATE:** December 11, 2017

**SUBJECT: Ratifying an Addendum to General Utilities Services Contract for Charley Toppino and Sons, Inc. to Incorporate Federal Contracting Clauses Required for FEMA Reimbursement**

**Action Statement:**

This resolution will ratify an addendum to Charley Toppino and Sons, Inc. General Utilities Services Contract to incorporate federal contracting clauses that will allow the City to request reimbursement from FEMA.

**Background:**

Hurricane Irma made landfall in the Lower Keys on September 10, 2017 as a Category 4 Hurricane causing significant erosion and rip rap damage to Simonton St. Beach. To assist in getting the City back to a functioning tourist destination and repair the beach before the November boat races the City requested a task order from Charley Toppino and Sons, Inc. (CTS) to repair the beach and shoreline protection.

The week prior to the boat races CTS completed the work on the beach repairing the erosion and rip rap around the City stormwater outfall.

**Purpose and Justification:**

Prior to execution of the repairs the addendum was executed by the City Manager and CTS to implement the required clauses for the City to request reimbursement from FEMA for the damage caused by Hurricane Irma.

Addendums to contracts must be approved by the City Commission but there was no lead time to allow prior approval to finish the project prior to the boat races. Ratification of the City Managers execution of the contract addendum is required.

**Financial Impact:**

There is no financial impact to ratifying the contract addendum to the General Utilities Services Contract.

**Recommendation:**

City Staff recommends ratifying the addendum to the Charley Toppino and Sons, Inc. General Utilities Services contract to incorporate Federal Contracting Clauses required for FEMA reimbursement.