



THE CITY OF KEY WEST

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

EXECUTIVE SUMMARY

TO: Jim Scholl, City Manager
Sarah Spurlock, Assistant City Manager
Greg Veliz, Assistant City Manager

FROM: Carolyn Sheldon, Senior Grants Administrator

DATE: February 13, 2015

RE: **Approval to exercise the final one-year option to renew on agreement for grant writing services with Langton Associates, Inc. and IN REM Solutions, Inc. beginning March 6, 2015 and ending March 5, 2016 at the current cost of \$5,500.00 per month or \$66,000.00 for the year.**

ACTION STATEMENT:

This resolution will approve renewing the agreement for grant writing services with Langton Associates, Inc. and IN REM Solutions, Inc. for the final one-year period beginning March 6, 2015 and ending March 5, 2016 at the current cost of \$5,500.00 per month or \$66,000.00 for the year.

BACKGROUND:

The City entered into an agreement for grant writing services with Langton Associates, Inc. and IN REM Solutions, Inc. which was approved by the City Commission at the May 7, 2013 meeting (Resolution 13-112). Following the original 12-month term for this agreement that ended March 5, 2014, the City Commission approved the first option to renew which began March 6, 2014 and ends March 5, 2015 (Resolution 14-070). This renewal was the first of two one-year renewal periods available in the agreement. An increase from \$5,000.00 to \$5,500.00 per month, current rate, was also approved for the last 6 months of the renewal, in effect from October 1, 2014 through March 5, 2015.

One final renewal is available in the agreement. If approved, the renewal period will begin March 6, 2015 and end March 5, 2016. Langton and Associates, Inc. and IN REM Solutions, Inc. have agreed to continue grant writing services at their current rate of \$5,500.00 during this final renewal period.

MEMORANDUM

PURPOSE AND JUSTIFICATION

During the initial term and the first renewal of the grant writing services agreement, the following grant writing activity occurred:

Grant Writing Activity - Langton Associates and IN REM Solutions			
Project	Grant Funding Source	Amount Requested	Amount Funded
Truman Amphitheater, parking lot	Tourist Development Council	\$ 2,000,000.00	\$ 2,000,000.00
Mallory Square T-Pier	SeaCIP / Florida Seaport Transportation & Economic Development (FSTED)	\$ 762,000.00	\$ 762,000.00
School Resource Officer	COPS Hiring Grant	\$ 250,000.00	\$ 250,000.00
Truman Waterfront, Phase I - Playground	Florida Recreation Development Assistance Program (FRDAP)	\$ 200,000.00	UNFUNDED (no large projects rec'd funding)
Police boat purchase	Port Security Grant Program (PSGP)	\$ 286,895.00	\$ 54,033.00
Security Building - Truman Waterfront Navy Mole Gate	Port Security Grant Program (PSGP)	\$ 60,000.00	\$ 60,000.00
Keys Overnight Temporary Shelter (KOTS) - 2013	Emergency Solutions Grant (ESG)	\$ 76,298.00	\$ 54,442.00
Restoration and Revitalization of the Truman Waterfront	RESTORE	\$ 8,609,442.00	PENDING
City Marina Infrastructure Improvement	RESTORE	\$ 431,500.00	PENDING
Vietnam Veteran's Memorial	Tourist Development Council	\$ 250,000.00	\$ 243,475.00
Keys Overnight Temporary Shelter (KOTS) - 2014	Emergency Solutions Grant (ESG)	\$ 76,598.00	UNFUNDED
Florida Defense Support Task Force	Enterprise Florida	\$ 344,000.00	\$ 100,000.00

EcoSmart Art (Indigenous Park)	National Endowment for the Arts	\$ -	\$ -
FY 2014 Port Security Grant (police boat)	Port Security Grant Program (PSGP)	\$ 211,601.00	UNFUNDED
Historic Preservation Grant - Key West History and Heritage Project	Division of Historical Resources	\$ 50,000.00	UNFUNDED
Truman Waterfront Park Playground (resubmittal)	Florida Recreation Development Assistance Program (FRDAP)	\$ 200,000.00	PENDING
Caroline Street Flood Control Grant	South Florida Water Management District	\$ 643,000.00	PENDING
City Hall Cistern Water Conservation Grant	South Florida Water Management District	\$ 83,864.00	PENDING
Soil Moisture Sensors Water Conservation Grant	South Florida Water Management District	\$ 10,000.00	PENDING
Harris Avenue Flood Control Grant	South Florida Water Management District	\$ 225,000.00	PENDING
Patricia and Ashby Neighborhood Flood Control Grant	South Florida Water Management District	\$ 810,000.00	PENDING
Truman Waterfront Placemaking	National Endowment for the Arts	\$ 150,000.00	PENDING
Building 103 Truman Waterfront Park	Tourist Development Council	\$ 441,748.00	WITHDREW APPLICATION
Totals		\$ 16,171,946.00	\$ 3,523,950.00

As shown in the grant writing activity table, the City has been awarded \$3,523,950.00 in grant funding due to efforts put forth by Langton Associates and IN REM Solutions. An additional \$12,647,996.00 has been requested in applications of which \$1,043,442.00 were unfunded, \$441,748.00 was withdrawn and \$11,162,806.00 are still pending.

OPTIONS / ADVANTAGES / DISADVANTAGES:

1. The City Commission can approve the final renewal available to the agreement for grant writing services with Langton Associates, Inc. and IN REM Solutions, Inc. for one additional year. This will allow the terms of the grant writing agreement to be extended to March 5, 2016 at a cost of \$5,500.00 per month or \$66,000.00 for the year.

2. The City Commission can reject the renewal. This option would leave the City with no grant writing services agreement in place after March 5, 2015 and could possibly lead to missed opportunities to apply for grant funding until alternate grant writing services can be obtained.

FINANCIAL IMPACT:

If the final renewal to the grant writing services agreement is approved, the cost of the renewal will be the current rate of \$5,500.00 per month or \$66,000.00 for the year.

RECOMMENDATION:

Staff recommends that the City Commission select option 1, approving the final renewal to the agreement for grant writing services with Langton Associates, Inc. and IN REM Solutions, Inc. for one additional year.