



## THE CITY OF KEY WEST

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

MEMORANDUM

### EXECUTIVE SUMMARY

**TO:** James K. Scholl, City Manager

**CC:** Greg Veliz, Assistant City Manager  
Mark Finigan, Finance Director

**FROM:** Carolyn Sheldon, Senior Grants Administrator

**DATE:** March 15, 2017

**RE:** **Approving the attached 1<sup>st</sup> Amendment to the Tourist Development Council (TDC) Grant Award Agreement for the Smathers Beach Restroom Facility Project to extend the termination date to March 31, 2018.**

#### **ACTION STATEMENT:**

This resolution will approve the attached 1<sup>st</sup> Amendment to the Tourist Development Council (TDC) Grant Award Agreement for the Smathers Beach Restroom Facility Project to extend the termination date to March 31, 2018.

#### **BACKGROUND:**

The City of Key West submitted an application on November 17, 2015 for TDC funding from Round 2 of their 2016 Bricks and Mortar Capital Projects funding cycle to assist with the design and construction of new restrooms at Smathers Beach. The new restrooms are to be constructed mid-beach, approximately across the street from the Sheraton Suites hotel. Grant funding in the amount of \$225,000.00 was awarded, with the Board of County Commissioners approving the inter-local grant award agreement on April 20, 2016.

The current termination date of the agreement is September 30, 2017. A request for a time extension to March 31, 2018 (see attachment) was approved by the District I Advisory Committee on March 1, 2017.

#### **PURPOSE AND JUSTIFICATION:**

Design of the Smathers Beach restroom facility is substantially complete and currently in internal City routing review. Remaining work includes issuance of the Florida DOT permit for utility line crossing of South Roosevelt Boulevard. The City intends to bid the project during April 2017, with award in May.

*Key to the Caribbean – Average yearly temperature 77° F.*

Considering issuing a notice of award in June and the estimated 6-month construction schedule, the City is requesting a 6-month time extension of the grant from September 30, 2017 to March 31, 2018 so that adequate time is available for final completion, payment and documentation assembly/submittal to TDC.

**FINANCIAL IMPACT:**

This is a no-cost time extension.

**RECOMMENDATION:**

Staff recommends the City Commission approve the attached 1<sup>st</sup> Amendment to the Tourist Development Council (TDC) Grant Award Agreement for the Smathers Beach Restroom Facility Project to extend the termination date to March 31, 2018.