



THE CITY OF KEY WEST

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

February 14, 2024

Monroe County Tourist Development Council
District I Advisory Committee
1201 White Street, Suite 102
Key West, FL 33040

RE: Key West Southernmost Plaza (Public Facility)
Contract ID# 2985; \$1,000,000 in capital funding
Request for 12-month time extension to grant award agreement

Dear District I Advisory Committee:

The City of Key West respectfully requests a 12-month time extension to September 30, 2025 to the Grant Agreement Period for the Key West Southernmost Plaza (Public Facilities) Project. Segment 1 of the project in the amount of \$6,000.00 will be completed and submitted for reimbursement by 9/30/24. The City is requesting to roll the balance of \$994,000.00 into FY 2025.

The Southernmost Point Plaza project was initially submitted to the District I Advisory Committee in April of 2023. During the grant application presentation, DAC I requested that the City consider a phased funding request. The City agreed to this approach and broke out the South Street portion of the project as Phase 1. Since that time, we have retained consultants to take the project all the way through to construction drawing preparation, including the plaza at the iconic Buoy and north on Whitehead Street. The current design contract with BCC Engineering LLC, which was approved at the December 14th City Commission Meeting, includes roadway analysis, pavement/sidewalk materials selection, drainage design, utilities coordination, landscape and hardscape design, plant uplighting, and signage.

It is anticipated that the City will be submitting for the Phase 2 funding request in the current grant cycle for FY 2025 capital funding. At that time design development drawings further detailing the proposed improvements will be presented to DAC I for consideration of additional funding to help bring this highly visible project to completion.

Your continued support and patience are much appreciated. Thank you for considering this request for a time extension. If you have any questions, please contact me at (305) 809-3741 or via email csheldon@cityofkeywest-fl.gov.

Sincerely,

A handwritten signature in blue ink that reads "Carolyn D. Sheldon".

Carolyn D. Sheldon
Senior Grants Administrator