



Monthly Engineering Department Report

To: Albert P. Childress
City Manager 

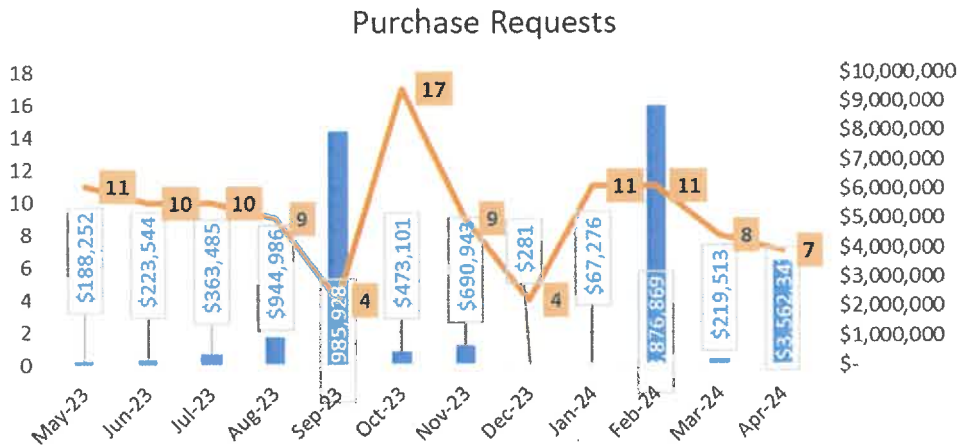
Date: May 9, 2024

From: Gary Volenec, PE
Engineering Director

Subject: April 2024 Engineering Department Report

- Engineering Monthly Report
 - Financial Summary

7 Purchase Requisitions were processed totaling \$3,562,341



25 Payment Applications were processed totaling \$1,137,219



- **Engineering Services**

- 47,000 Social Media hits on Facebook/Instagram for Bike/Mobility.
- 9 Key West Connects/Citizen Request were addressed.
- 57 Temporary ROW Permits were reviewed.
- 1 ROW easements were reviewed.
- 1 Agenda Item prepared for April City Commission Meeting.
- 1 Resolution approved by City Commission.
- 22 active individual Consultant and Construction Contracts being managed for City Projects.
- 33 Consultant/Project meetings attended.
- 32 Project site visits conducted.
- 3 Webinars attended.
- 1 Change Order in process.
- 4 Director Meetings attended.
- 3 Bond Presentation Meetings participation.
- 6 Multi-Departmental meetings attended.
- 2 Advisory Board Meetings attended.
- 3 Public Meetings attended.
- 4 Duval Street Revitalization Meetings participation.
- 20 Bike Parking spaces installed.
- 200 Bike Lights & Bells distributed.
- 6 informational notices posted.
- 3 Computer Software (RMT) meetings (to resolve Budget module).

- **Construction**

- **Eaton Street - Simonton Street to White Street**
 - 2 onsite meetings held for upcoming Paving Project
- **United Street Improvement Project**
 - 7 New Speed limit signs installed
- **South Street Improvement Project**
 - 120 Neighborhood Notices Sent in Mail
 - 14 Tree Commission Notices posted on sight
 - 1 Preconstruction Meeting held
- **Clinton Square Park Project**
 - 2 Trees removed in advance of construction
 - 1 Utility Pole relocated by Keys Energy