



THE CITY OF KEY WEST

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

April 4, 2025

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 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, 2026, to the Grant Agreement Period for the Key West Southernmost Plaza (Public Facilities) Project. The Tourism Impact Study, Segment 1 of the project, was completed in September 2024. The City is requesting to roll the balance of \$994,000.00 into FY 2026.

The design, which includes both South Street ID #2985 and Whitehead Street ID #3231 as described in both respective Grant Award Agreements, is approximately 95% complete. The project is on track to be advertised for bidding by the end of April with a bid award at the City Commission's June meeting. The scope of the project includes a two-way roadway, pavement/sidewalk materials selection, drainage design, utilities coordination, landscape and hardscape design, plant uplighting, and signage. Additional communication with the stakeholders in the project area revealed the preference for a two-way roadway traffic instead of one-way traffic to accommodate all residents and neighboring businesses as originally proposed during the capital funding application process resulting in a change to the design work already completed. Construction is anticipated by September 2025 with an approximate 10 to 12-month construction period.

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 Keith Bring at 305-809-3866 or Carolyn Sheldon at (305) 809-3741 or via email keith.bring@cityofkeywest-fl.gov or csheldon@cityofkeywest-fl.gov.

Sincerely,

Keith Bring

Keith Bring
Project Manager