



Monthly Engineering Department Report

To: Albert P. Childress
City Manager *APC*

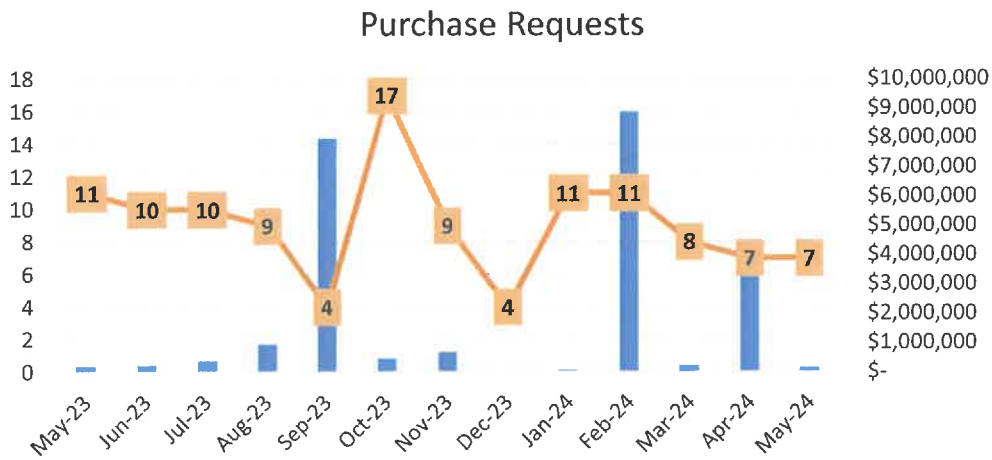
Date: June 6, 2024

From: Gary Volenec, PE
Engineering Director

Subject: May 2024 Engineering Department Report

- Engineering Monthly Report
 - Financial Summary

7 Purchase Requisitions were processed totaling \$137,661



25 Payment Applications were processed totaling \$781,970



- **Engineering Services**
 - 37,000 Social Media hits on Facebook/Instagram for Bike/Mobility.
 - 11 Key West Connects/Citizen Request were addressed.
 - 64 Temporary ROW Permits were reviewed.
 - 0 ROW easements were reviewed.
 - 6 Agenda Item prepared for April City Commission Meeting.
 - 2 Resolutions approved by City Commission.
 - 22 active individual Consultant and Construction Contracts being managed for City Projects.
 - 26 Consultant/Project meetings attended.
 - 25 Project site visits conducted.
 - 2 Webinars attended.
 - 2 Change orders in process.
 - 4 Director Meetings attended.
 - 1 Bond Presentation Meetings participation.
 - 6 Multi-Departmental meetings attended.
 - 2 Advisory Board Meetings attended.
 - 1 Public Meetings attended.
 - 16 Bike Parking spaces installed.
 - 275 Bike Lights & Bells distributed.
 - 5 informational notices posted.
 - 1 invitation to bid prepared.

- **Construction**
 - **Eaton Street - Simonton Street to White Street**
2 onsite meetings held for upcoming Paving Project for Jacobs staff and design consultant.
 - **United Street Improvement Project**
1 utility pole relocated.
 - **South Street Improvement Project**
250' of sidewalk and curb & gutter removed.
 - **Clinton Square Park Project**
1 kick-off meeting held.
1 pre-construction meeting held.
 - **Final Mile**
1 change order processed.
 - **Staples Bridge**
4 concrete ramps poured.