



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041 (305) 809-3883

MEMORANDUM

DATE: November 18, 2021

TO: Patti McLauchlin, City Manager

FROM: Kelly Crowe, P.E., City Engineer

CC: Todd Stoughton, Assistant City Manager
Steve McAlearney, Engineering Director
Mark Finigan, Finance Director

RE: Project 446126-1-58-01: Final Mile Mode Shift Bike Facilities for Bus Routes Maintenance Memorandum of Agreement between the City of Key West and the Florida Department of Transportation (FDOT)

ACTION STATEMENT:

Authorize the City Manager to execute the Maintenance Memorandum of Agreement between the City of Key West and the Florida Department of Transportation (FDOT) for the long-term maintenance of a bicycle infrastructure amenities to be constructed with Project 446126-1-58-01: Final Mile Mode Shift Bike Facilities for Bus Routes (Final Mile).

BACKGROUND:

The project is more commonly referred to as the "Final Mile". The City was awarded a \$510,000 grant from the Florida Department of Transportation (FDOT) Transportation Alternatives Program (TAP) for the purchase and installation of Bicycle, Pedestrian, and Bus Rider Amenities at high use bus stops and public areas along the Lower Keys Shuttle bus route. The amenities generally include bike racks, fix-it stations and bike lockers. The amenities will be located in Key West, Monroe County and Marathon.

For locations within FDOT right of way, the FDOT requires that the city enter into a Memorandum of Maintenance Agreement (MMOA) to address the long-term maintenance responsibilities of the amenities. The City of Key West has entered into a similar agreement with FDOT in the recent past for the South Roosevelt Boulevard pump station.

City of Key West Transit Operations staff will carry out the maintenance as required by the agreement. Transit staff currently performs maintenance at the proposed locations and the activities as described in the MMOA will be an addition to their existing duties. The long-term maintenance component is an important step in ensuring that the bicycle infrastructure remains available to those seeking to utilize modes of transportation other than their personal vehicle.

Progress plans for the project titled, “Key West Final Mode Shift 90%” have been attached to the Legistar item for reference.

PURPOSE AND JUSTIFICATION:

The MMOA is a required condition of placing improvements on FDOT right of way. The improvements will provide tremendous value to the community by offering a means to park and/or temporarily store their bicycle when taking the Lower Keys Shuttle and thereby further promote the use of multi-modal transit within the Lower Keys and Marathon.

This project supports Key West’s Transportation Development Plan Objective 3.3 Bus Stop Infrastructure Program, the Bicycle Pedestrian Master Plan, and Comprehensive Plan Objective 2-1.1 to increase multi-modalism.

FINANCIAL ISSUES:

Annual maintenance costs for the bicycle facilities will be budgeted and paid from a maintenance fund created within the City’s Alternative Transportation Fund, (111-4903-549-4600), to begin in FY 2023. It is expected that the maintenance and administrative costs associated with the MMOA will not exceed \$2,500 on an annual basis.

RECOMMENDATION:

Authorize the City Manager to execute the Maintenance Memorandum of Agreement between the City of Key West and the Florida Department of Transportation (FDOT) for the long-term maintenance of a bicycle infrastructure amenities to be constructed with Project 446126-1-58-01: Final Mile Mode Shift Bike Facilities for Bus RTS (Final Mile).