



THE CITY OF KEY WEST

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

MEMORANDUM

**TO:** Jim Scholl, City Manager  
**CC:** David Fernandez, Assistant City Manager- Operations  
Mark Finigan, Assistant City Manager- Administration  
**FROM:** Rod Delostrinos, Community Services Deputy Director  
**VIA:** Greg Veliz, Community Services Director  
**DATE:** October 18, 2010

**SUBJECT:** Resolution approving the agreement between the City of Key West and the Monroe Association of ReMARCable Citizens, Inc., hereafter described as MARC, for landscaping and maintenance services at the Key West Historic Cemetery for the amount of \$53,366.40 in FY 10-11.

**ACTION STATEMENT:** This resolution authorizes the purchase of landscaping and maintenance services at the Key West Historic Cemetery from the Monroe Association of ReMARCable Citizens, Inc., in an amount not to exceed \$53,366.40 in FY 10-11.

**BACKGROUND:**

The City of Key West entered into an agreement with the Monroe Association of ReMARCable Citizens, Inc. on December 05, 2007, Resolution No. 07-428, for landscaping and maintenance services at the Key West Historic Cemetery for the amount of \$48,373, with a waiver of competitive bidding. This four year agreement required an annual renewal approval and the cost adjustment according to the Consumer Price Index figures as provided by the City of Key West Finance Office. This arrangement has been mutually beneficial for the City and MARC. The cemetery requires constant care and the MARC House seeks employment for continual operation.

**PURPOSE & JUSTIFICATION:**

The lands which comprise the Key West Historic Cemetery and Peary Court Cemetery span over twenty acres. This area requires constant landscaping and maintenance. At present two City Associates are assigned to the Cemetery for interment and disinterment operations with collateral duties to maintain the appearance of the cemeteries. For the past four years, the

*Key to the Caribbean – Average yearly temperature 77° F.*

MARC crew has been the primary providers for landscaping and cleaning.

**OPTIONS:**

1. Approve resolution which would renew the current agreement. This option has been the most effective method to provide manpower for the Cemetery. This also provides a means for the City to give back to the community by working with this worthwhile not-for-profit organization. Staff recommends this option.
2. Disapprove resolution and forgo the use of the necessary manpower. This condition would in time degrade the appearance and maintenance of the Historic Cemetery.
3. Disapprove resolution and advertise for competitive bid for similar services. This condition would require training new personnel as to the stringent requirement of cemetery maintenance.

**FINANCIAL IMPACT:**

The Fiscal Year 10-11 General Fund –City Cemetery approved budget contains an allocation of \$54,413 for this line item (001-1905-34.00); however, the Consumer Price Index (CPI) increased only 2%. The adjusted amount for services is \$53,366.40.

**RECOMMENDATION:**

Approve the resolution authorizing the purchase of landscaping and maintenance services at the Key West Historic Cemetery from the Monroe Association of ReMARCable Citizens, Inc., in an amount not to exceed \$53,366.40 in FY 10-11.