



## THE CITY OF KEY WEST

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MEMORANDUM

**TO:** Jim Scholl, City Manager  
Greg Veliz, Asst. City Manager

**FROM:** Michael Turner, Community Services Deputy Director

**DATE:** August 8, 2019

**SUBJECT:** Approving the Addition of \$4,000 to the Blanket Purchase Order for Monroe Concrete Products Inc for a Total Amount of \$34,000

**ACTION STATEMENT:** Approving the addition of \$4,000 to the blanket purchase order for Monroe County Products Inc Monroe Concrete Products Inc currently has a blanket Purchase Order of \$30,000 we are looking to add an additional \$4,000 to the Blanket Purchase Order bringing the total amount to \$34,000

**BACKGROUND:**

Monroe Concrete Products Inc provides concrete for sidewalk repairs. There are numerous sidewalks throughout the City that are in need of repair.

**PURPOSE AND JUSTIFICATION:**

Many sidewalks throughout the City are in need of repair. The City has made it a priority to repair these sidewalks and make them safe for pedestrians. The City website has been adjusted to make it easier for citizens to report issues they have with sidewalks. All of the reports are evaluated at a monthly meeting and repaired as we are available.

Due to the increased priority and reporting we have gone through more concrete than was originally planned at the beginning of the year when the blanket purchase order was opened.

**FINANCIAL IMPACT:**

The City will be adding \$4,000 from Internal Improvements Fund/Sidewalks/Repairs and Maintenance 102-4104-541.46 to the blanket purchase order for Monroe Concrete Products Inc bringing the total Blanket Purchase Order to \$34,000

**RECOMMENDATION:**

Staff recommends approving the addition of \$4,000 to the Monroe Concrete Products Inc Blanket Purchase Order bringing the total to \$34,000

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