



2019-2020 Florida Job Growth Grant Fund Public Infrastructure Grant Proposal

Proposal Instructions: The Florida Job Growth Grant Fund Proposal (this document) must be completed by the governmental entity applying for the grant and signed by either the chief elected official, the administrator for the governmental entity or their designee. Please read the proposal carefully as some questions may require a separate narrative to be completed. If additional space is needed, attach a word document with your entire answer.

Governmental Entity Information

Name of Governmental Entity: City of Key West

Government Federal Employer Identification Number: [REDACTED]

Primary Contact Name: Karen Olson

Title: Deputy Director, Port & Marine Services

Mailing Address: 201 William St

Key West, FL 33040

Phone Number: 305-809-3803

Email: kolson@cityofkeywest-fl.gov

Secondary Contact Name: Doug Bradshaw

Title: Director, Port & Marine Services

Phone Number: 305-809-3792

Public Infrastructure Grant Eligibility

Pursuant to section 288.101, F.S., the Florida Job Growth Grant Fund was created to promote economic opportunity by improving public infrastructure and enhancing workforce training. Eligible entities that wish to access this grant fund must submit public infrastructure proposals that:

- Promote economic recovery in specific regions of the state, economic diversification or economic enhancement in a targeted industry. ([View Florida's Targeted Industries here.](#))
- Are not for the exclusive benefit of any single company, corporation or business entity.
- Are for infrastructure that is owned by the public and is for public use or predominately benefits the Public.

1. Program Requirements:

(If additional space is needed, attach a word document with your entire answer.)

Each proposal must include the following information describing how the project satisfies eligibility requirements listed on page 1.

A. Provide a detailed description of the public infrastructure improvements.
See attached.

B. Provide location of public infrastructure, including physical address and county of project.
See attached.

C. Is this infrastructure currently owned by the public? Yes No
If no, is there a current option to purchase or right of way provided to the County?
See attached.

D. Provide current property owner.
See attached.

E. Is this infrastructure for public use or does it predominately benefit the public? Yes No
See attached.

F. Will the public infrastructure improvements be for the exclusive benefit of any single company, corporation or business entity? Yes No
See attached.

G. Provide a detailed description of, and quantitative evidence demonstrating, how the proposed public infrastructure project will promote:

- Economic recovery in specific regions of the state;
- Economic diversification; or
- Economic enhancement of a Targeted Industry ([View Florida's Targeted Industries here.](#))
 - Describe how the project will promote specific job growth. Include the number of jobs that will be retained or created, and in which industry(ies) the new net jobs will be created using the North American Industry Classification System ([NAICS](#)) codes. Where applicable, you may list specific businesses that will retain or create jobs or make capital investment.
 - Provide a detailed explanation of how the public infrastructure improvements will connect to a broader economic development vision for the community and benefit additional current or future businesses.

See attached.

2. Additional Information:

(If additional space is needed, attach a word document with your entire answer.)

A. Provide the proposed commencement date and number of days required to complete construction of the public infrastructure project.

See attached.

B. What permits are necessary for the public infrastructure project?

See attached.

- C. Detail whether required permits have been secured, and if not, detail the timeline for securing these permits. Additionally, if any required permits are local permits, will these permits be prioritized?

See attached.

-
- D. What is the future land use and zoning designation on the proposed site of the infrastructure improvements, and will the improvements conform to those uses?

See attached.

-
- E. Will an amendment to the local comprehensive plan or a development order be required on the site of the proposed project or on adjacent property to accommodate the infrastructure and potential current or future job creation opportunities? If yes, please detail the timeline.

Yes No

See attached.

-
- F. Is the project ready to commence upon grant fund approval and contract execution? If no, please explain.

Yes No

See attached.

-
- G. Does this project have a local match amount? Yes No

If yes, please describe the entity providing the match and the amount.

See attached.

-
- H. Provide any additional information or attachments to be considered for this proposal. Maps and other supporting documents are encouraged.

See attached.

3. Program Budget

(If additional space is needed, attach a word document with your entire answer.)

Estimated Costs and Sources of Funding: Include all applicable public infrastructure costs and other funding sources available to support the proposal.

1.) **Total Amount Requested** \$ 3,053,500.00 _____
 Florida Job Growth Grant Fund

A. Other Public Infrastructure Project Funding Sources:

City/County \$ 75,000.00 _____

Private Sources \$ _____

Other (grants, etc.) \$ _____

Please Specify: _____

Total Other Funding \$ 75,000.00 _____

B. Public Infrastructure Project Costs:

Construction \$ 2,655,000.00 _____

Reconstruction \$ 0.00 _____

Design & Engineering \$ 340,500.00 _____

Land Acquisition \$ 0.00 _____

Land Improvement \$ 0.00 _____

\$340,500.00 includes \$75,000.00 for preliminary design/conceptual plans to be paid with City funds (see funding listed in A)

Other \$ 133,000.00 _____

Please Specify: Contingency
Allowance

Total Project Costs \$ 3,128,500.00 _____

Note: The total amount requested must be calculated by subtracting the total other public infrastructure project funding sources in A. from the total public infrastructure project costs in B.

- C. Provide a detailed budget narrative, including the timing and steps necessary to obtain the funding and any other pertinent budget-related information.

See attached.

4. Approvals and Authority

(If additional space is needed, attach a word document with your entire answer.)

- A. If the governmental entity is awarded grant funds based on this proposal, what approvals must be obtained before it can execute a grant agreement with the Florida Department of Economic Opportunity (e.g., approval of a board, commission or council)?

See attached.

If board authorization is not required, who is authorized to sign?

See attached.

- B. If approval of a board, commission, council or other group is needed prior to execution of an agreement between the governmental entity and the Florida Department of Economic Opportunity:

- i. Provide the schedule of upcoming meetings for the group for a period of at least six months.
- ii. State whether entity is willing and able to hold special meetings, and if so, upon how many days' notice.

See attached.

- C. Attach evidence that the undersigned has all necessary authority to execute this proposal on behalf of the governmental entity. This evidence may take a variety of forms, including but not limited to: a delegation of authority, citation to relevant laws or codes, policy documents, etc.

See attached.

PUBLIC INFRASTRUCTURE GRANT PROPOSAL

I, the undersigned, do hereby certify that I have express authority to sign this proposal on behalf of the above-described entity and to the best of my knowledge, that all data and information submitted in proposal is truthful and accurate and no material fact has been omitted.

Name of Governmental Entity: City of Key West

Name and Title of Authorized Representative: Gregory W. Velz, City Manager

Representative Signature: 

Signature Date: 11/9/18/19

Florida 2019-2020 Florida Job Growth Grant Fund Public Infrastructure Grant
City of Key West is implementing the Mallory Square Plaza Restoration and Revitalization Project

1. Program Requirements:

A. Provide a detailed description of public infrastructure improvements.

The City of Key West is implementing the Mallory Square Plaza Restoration and Revitalization project. It is being constructed in two critically important phases. The first phase will address improvements to the T-Pier, and the second phase will address the plaza, parking lot, trash enclosure, and public restrooms. This specific request is for the Florida 2019-2020 Florida Job Growth Grant Fund Public Infrastructure Grant to assist with the funding of Phase Two. The total project costs of Phase One and Phase Two is \$6,528,500.00. The projected project costs for Phase one is \$3,400,00.00, of which \$850,000.00 will be funded via local match. Our request for funding for Phase Two from the Florida Job Growth Grant Fund is \$3,053,500.00. In addition, the City will match \$75,000.00 with its funds for preliminary design.

Phase One of the Mallory Square Plaza Restoration and Revitalization project will both extend the T-pier attached to Mallory Square Plaza from its existing length of 115' to the length of 200' and install one mooring monopile. The estimated design and permit completion date for this portion is August 2020, construction is estimated to start December 2020, and the estimated completion is December 2021.

Phase Two of the Mallory Square Plaza Restoration and Revitalization Project will address four critical components of the plaza including the parking lot, plaza, trash enclosure area, and public restrooms. It will improve the existing parking lot, located to the north end of the plaza, by installing new paving, landscaping the parking lot, new trash receptacles, lighting, closed-circuit television surveillance, and new wayfinding signage. The plaza itself will be upgraded with new pavers, upgrading the security checkpoint, add landscaping, seating, trash receptacles, installing new lighting, closed-circuit television surveillance, new wayfinding signage, and bollards. The trash enclosure, located in the northeast corner of the parking lot, will be demolished, a concrete pad will be poured, equipment will be installed, utilities will be upgraded, a new enclosure built, and landscaping planted. The Public restrooms located southeast of the plaza, will receive institutional fixture upgrades, closed-circuit television surveillance, and landscaping. There would be no land acquisition costs as the City of Key West presently owns both the Mallory Square Plaza and T-Pier.

Since Mallory square plaza was converted in the early 1980's from a parking lot to the plaza as it is known today, it has only received minimal upgrades, limited

to security updates, brick sealing, and landscaping here and there. This project would therefore be the first dramatic public improvements made since the early 1980's.

B. Provide location of public infrastructure, including physical address and county of project.

Mallory Square Plaza is located in the City of Key West, within Monroe County, in the northwest part of the island on the waterfront and faces the Gulf of Mexico adjacent the cruise ship port. The physical address is 400 Wall St., Key West, FL 33040.

C. Is the infrastructure owned by the public? Yes / No

If no, is there a current option to purchase or right of way provided by the County?

D. Provide the current property owner.

Mallory Square Plaza is currently owned by the City of Key West.

E. Is this infrastructure for public use or does it predominantly benefit the public? Yes / No

F. Will the public infrastructure improvements be for the exclusive benefit of any single company, corporation or business entity? Yes / No

G. Provide a detailed description of, and quantitative evidence demonstrating, how the proposed public infrastructure project will promote:

- **Economic recovery in specific regions of the state;**
- **Economic diversification; or**
- **Economic enhancement of a Targeted Industry**
 - **Describe how the project will promote specific job growth. Include the number of jobs that will be retained or created, and in which industry(ies) the new jobs will be created using the North American Industry Classification System (NAICS) codes. Where applicable, you may list specific businesses that will retain or create jobs or make capital investment.**
 - **Provide a detailed explanation of how the public infrastructure improvements will connect to a broader economic development vision for the community and benefit additional current or future businesses.**

Phase one of the project, which is being partly funded through the Florida Seaport Transportation and Economic Development

Council and local City matching funds, will extend the T-Pier at Mallory Square Plaza from current length of 115' to the length of 200' and will also install one mooring monopile to allow cruise ships to more safely dock. These improvements will increase cruise ship passenger capacity, ingress and egress gangway locations and will allow existing ships additional mooring locations to safely berth the ship. This work is consistent with the current port master plan which calls for scheduled port improvements to meet service demand and satisfy maintenance and safety needs. The City of Key West estimates the improvements that include both the longer pier area for passengers to disembark as well as the monopile will allow for safer docking for an additional 25 ships that will call on Mallory Square Pier. These improvements will help the City retain existing ship business as well as bring in new ships which will in turn help ship agent employees and line handlers retain their jobs. Similarly, these improvements will attract new ships that have been reluctant to dock at Mallory Square Pier because of the small passenger area and lack of a monopile to the north of the pier for bow lines. The increase of ship calls will bring in additional revenue to the City and new jobs for its citizens!

Phase two of the project will build on the improvements of the T-Pier with the goal of creating an enhanced, world class experience for those both arriving by cruise ship and otherwise to Mallory Square Plaza. Mallory Square Plaza is perceived as the front doors to Key West by cruise ship goers and tourists alike. According to The Impacts of the Cruise Ship Industry on the Quality of Life in Key West Study that was done for the City of Key West Naval Properties Local Redevelopment Authority in 2005, "The Port of Key West is a major economic engine for the City and local businesses, resulting in an economic impact annually of \$85 million. The port provides 1,250 direct and indirect jobs to the 25,000 citizens of Key West, while contributing 15 percent of the City's total tax revenue." **NOTE: The study quoted was completed 14 years ago so it's worth indicating the economic impacts and job numbers are much greater in 2019 than in 2005.** By revitalizing both the T-Pier and Plaza itself, the whole experience of Key West will be elevated creating a ripple effect of increased business for the whole local economy, an increase which is very much needed after the devastation caused by Hurricanes Wilma and Irma. The City anticipates adding 2 jobs.

Phase Two is anticipated to run concurrent with Phase One. Design and bidding is estimated to be 12 months beginning October 2020 through October 2021. Phase Two construction will take 10 months from November 2021 and estimated to be complete by September 2022.

Representatives from both Norwegian Cruise Line Holdings Ltd. and Carnival Cruise Lines have written in support of the improvements of Mallory Square Plaza. Between a high level of repeat customers and a clientele that part of the upper premium and luxury market share, both companies are strongly encouraging the implementation of improvements to secure continued and expanded business for the Port of Key West in the years to come. **Please refer to the Attachment 4 for direct quotes of project support from the cruise industry leaders.**

In addition, Mallory Square Plaza is home of the world-famous Sunset Celebration where hundreds of tourists and locals alike gather every evening to witness the beautiful sunset on Key West. The site is also a venue for several local performers who dazzle tourists and locals alike with their innovative feats.

2. Additional Information:

- A. Provide the proposed commencement date and number of days required to complete the construction of the public infrastructure project.**

Design/public outreach will take 270 days / 9 months. Bidding will take 90 days / 3 months. Construction will take 300 days / 10 months. Completion will take 660+ days / 22+ months.

- B. What permits are necessary for the public infrastructure projects?**

Phase Two of the Mallory Square Plaza Restoration and Revitalization project will require local building permits that will take 2 – 3 weeks to secure. This work will not require any environmental permits.

- C. Detail whether permits have been secured, and if not, detail the timeline for securing these permits. Additionally, if any required permits are local permits, will these permits be prioritized?**

Permits have not yet been secured, however, they will only take 2 – 3 weeks to acquire. These are local building permits which are issued by the City with no delays.

- D. What is the future land use and zoning designation on the proposed site of the infrastructure improvements, and will the improvements conform to those uses?**

The use of Mallory Square Plaza will remain the same and therefore no zoning designations need to be changed.

E. Will an amendment to the local comprehensive plan or a development order be required on the site of the proposed project or on adjacent property to accommodate the infrastructure and potential current or future job creation opportunities? If yes, please detail the timeline. Yes/No

F. Is the project ready to commence upon grant fund approval and contract execution? If no, please explain. Yes/No

The project will commence within 60-90 days of the grant fund approval and contract execution.

G. Does this project have a local match amount? Yes/No
If yes, please describe the entity providing the match and the amount.

Phase One and Phase Two have \$925,000.00 in local City match which is dedicated in the current budget.

H. Provide any additional information or attachments to be considered for this proposal. Maps and other supporting documents are encouraged.

Please see attachment 1 and 2.

3. Program Budget

Estimated Costs and Sources of Funding: Include all applicable public infrastructure costs and other funding sources available to support the proposal.

Phase Two

1.) Total Amount Requested: \$3,053,500.00

Florida Job Growth Grant Fund

A. Other Workforce Training Project Funding Sources

City/County \$ 75,000.00

Private Sources \$ _____

Other (grants, etc.) \$ _____

Total Other Funding \$ 75,000.00

Please specify: _____

B. Public Infrastructure Project Funding Sources:

Construction \$2,655,000.00

Reconstruction \$ 0.00

Design & Engineering	\$ 340,500.00
Land Acquisition	\$ 0.00
Land Improvement	\$ 0.00
Other	\$ 133,000.00
Total Project Costs	\$3,128,500.00

\$340,500.00 includes \$75,000.00 for preliminary design/conceptual plans to be paid with City funds (see funding listed in A)

Please Specify:
Contingency Allowance:

Note: The total amount requested must equal the difference between the workforce training project costs in 3. and the other Public infrastructure project funding sources in 2.

C. Provide a detailed budget narrative, including the timing and steps necessary to obtain funding and any other pertinent budget-related information.

The total project costs of Phase One and Phase Two is \$6,528,500.00. The projected project costs for Phase One is \$3,400,000.00, of which \$850,000.00 will be funded via local City match. Our request for funding for Phase Two from the Florida Job Growth Grant Fund is \$3,053,500.00. In addition, the City will match \$75,000.00 with its funds for preliminary design.

Please see attachment 3 for more detailed budget information.

4. Approvals and Authority

A. If the governmental entity is awarded grant funds based on this proposal, what approvals must be obtained before it can execute a grant agreement with the Florida Department of Economic Opportunity (e.g., approval of a board, commission or council)?

Upon award approval, the only local approval will be the City Commission of Key West acceptance of the grant award.

If board authorization is not required, who is authorized to sign?

B. If approval of a board, commission, council or other group is needed prior to the execution of an agreement between the governmental entity and the Florida Department of Economic Opportunity:

- i. Provide the schedule of upcoming meetings for the group for a period of at least six months.
- ii. State whether entity is willing and able to hold special meetings, and if so, upon how many days' notice.

If needed, the City Commission is willing and able to hold special meetings with at least 24 hours' notice. The City Commission meets twice monthly and therefore approval is anticipated during a regular scheduled meeting.

1. October 02, 2019 – 5:00PM – City Commission Meeting – Commission Chambers
2. October 16, 2019 – 5:00PM – City Commission Meeting – Commission Chambers
3. November 06, 2019 – 5:00PM – City Commission Meeting – Commission Chambers
4. November 19, 2019 – 5:00PM – City Commission Meeting – Commission Chambers
5. December 03, 2019 – 5:00PM – City Commission Meeting – Commission Chambers
6. January 07, 2020 – 5:00PM – City Commission Meeting – Commission Chambers
7. January 22, 2020 – 5:00PM – City Commission Meeting – Commission Chambers
8. February 4, 2020 – 5:00PM – City Commission Meeting – Commission Chambers
9. February 19, 2020 – 5:00PM – City Commission Meeting – Commission Chambers
10. March 3, 2020 – 5:00PM – City Commission Meeting – Commission Chambers
11. March 17, 2020 – 5:00PM – City Commission Meeting – Commission Chambers

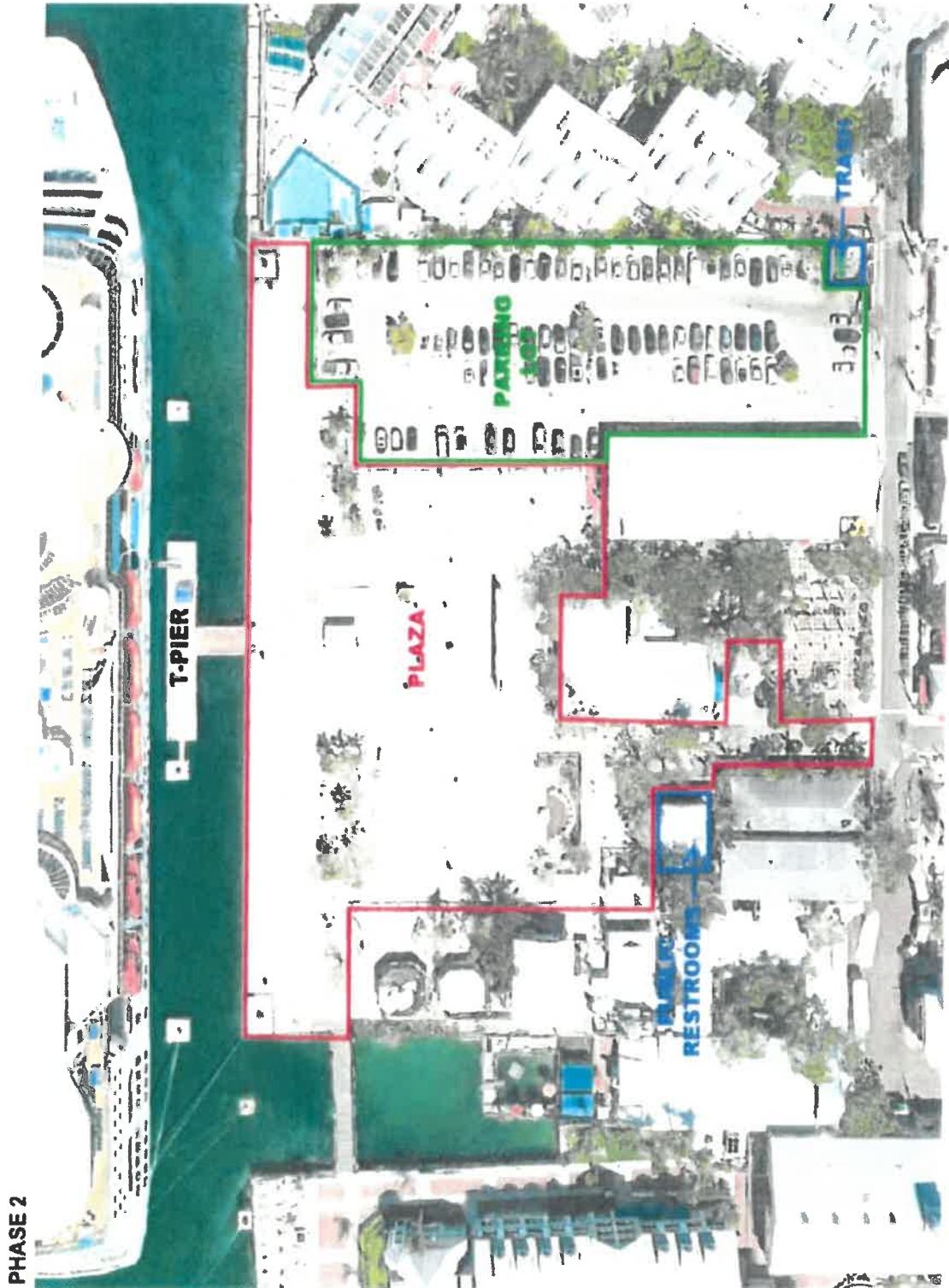
- C. Attach evidence that the undersigned has all necessary authority to execute this proposal on behalf of the governmental entity. This evidence may take a variety of forms, including but not limited to: a delegation of authority, citation to relevant laws or codes, policy documents, etc.**

The City Manager has full authority to accept the grant awards and implement the project. All lands involved are publicly owned by the City of Key West.

Attachment 1



PHASE 1



PHASE 2

Attachment 3

Phase 2 Preliminary Estimate

Parking Lot (41,000sf x \$20/sf) \$ 820,000

- Demo
- Paving
- Landscaping
- Trash Receptacles
- Lighting
- CCTV Surveillance
- Wayfinding

Plaza (72,000sf x \$20/sf) \$1,440,000

- Demo
- Paving
- Security checkpoint
- Landscaping
- Seating
- Trash Receptacles
- Lighting
- CCTV Surveillance
- Wayfinding
- bollards

Trash Enclosure (700sf x \$350/sf) \$ 245,000

- Demo
- Concrete pad
- Equipment
- _Utilities
- _Enclosure
- _Landscaping

Public Restrooms (1,500sf) \$ 150,000

- Institutional Fixtures
- CCTV Surveillance
- Landscaping

SUB-TOTAL	\$2,655,000
Design Fees (10%)	\$ 340,500
Contingency Allowance (5%)	\$ 133,000
PROJECT TOTAL	\$3,128,500

\$340,500.00 includes \$75,000.00 for preliminary design/conceptual plans to be paid with City funds

Attachment 4

Email of Support from Carnival Cruise Line

From: "Sutcliffe, Leon (CCL)" <LSutcliffe@carnival.com>
Date: September 3, 2019 at 5:39:58 PM EDT
To: "dbradshaw@cityofkeywest-fl.gov" <dbradshaw@cityofkeywest-fl.gov>
Subject: **City of Key West-Mallory Pier**

Dear Doug,

Many thanks for your email.

We are encouraged to hear that City is applying for a grant in order to enhance Port & City infrastructure, furthermore we are very pleased to note the grant will be used to enhance the guests experience in Key West, FL.

As you know Carnival is a year round operator calling in Key West and we also have a high level repeat guests cruising on many of our ships calling at the destination . We often evaluate the ratings and rankings of all our destinations , therefore it will be very interesting to gauge the direct impact following the implementation of the improvements.

Good luck in securing the grant!

Best Regards,

Leon.

Leon Sutcliffe
Director Port Operations & Government Relations.
Carnival Cruise Line.
3655 NW 87th Avenue | Miami ,FL 33178
p:305 599 2600 ext 13085 | f: 305 406 6548 | e:LSutcliffe@carnival.com
HAVE FUN BE SAFE

Email of Support from Norwegian Cruise Lines

From: "Moeller, Steven" <SMoeller@nclcorp.com>
Date: August 29, 2019 at 1:20:34 PM EDT
To: Doug Bradshaw <dbradshaw@cityofkeywest-fl.gov>
Cc: "Parodi, Mario" <MParodi@nclcorp.com>
Subject: **RE: City of Key West-Mallory Pier**

Dear Doug,

Thank you for reaching out to NCL for their input. We indeed, are supportive of required improvements to Mallory Square in order to enhance the guest experience. Please note that under the NCHL Company, we have 3 brands. Two of the 3 brands have smaller vessels; whereby would be able to call into Mallory Square. And these two brands are marketed to the upper premium and luxury market share. Therefore, they are seasoned travelers and have higher expectations. We need to be able to provide them with a positive guest experience in all of our destinations and I believe that any improvements you make to Mallory Square will accomplish this goal.

Wish you much success and please keep us posted in further developments.

Regards,

Steve Moeller | Senior Vice President – Commercial Development

P: +1 305.514.3974

smoeller@ncicorp.com | www.ncihltd.com

Norwegian Cruise Line Holdings Ltd.

Office Address: 7300 Corporate Center Drive | Miami FL 33126

Mailing Address: 7665 Corporate Center Drive | Miami FL 33126

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