



**THE COLLEGE OF THE FLORIDA KEYS**  
**Memorandum**

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**DATE:** January 16, 2025  
**TO:** District Board of Trustees  
**FROM:** Tamrah Hill, Executive Director, Facilities  
**DEPARTMENT:** Facilities  
**SUBJECT:** Generator Project Purchase - Request for Approval

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**OVERVIEW:**

The Generator Project is included within the scope of the Construction Manager at Risk for Continuing Services Agreement, which was approved at the District Board of Trustees meeting on April 30, 2024.

**PROPOSED BOARD ACTION:**

Due to the extended lead times for material delivery, we are requesting permission for the President to authorize the purchase of two generators. The total cost of these generators is anticipated to exceed the Category Five purchasing threshold of \$325,000 but will not exceed \$1,000,000.