



## Cover Memorandum/Staff Report

File #: 24-912

Agenda Date: 7/16/2024

Item #: 6.M.3.

**TO: Mayor and Commissioners**  
**FROM: Missie Barletto, Director Public Works**  
**THROUGH: Terrence R. Moore, ICMA-CM**  
**DATE: July 16, 2024**

APPROVAL OF RESOLUTION NO. 130-24 TO AWARD AN AGREEMENT TO CJ CONTRACTING, LLC. FOR CONSTRUCTION SERVICES FOR THE MEMORIAL GARDENS MAUSOLEUM EXPANSION PROJECT (PUBLIC WORKS PROJECT NO. 23-008) PURSUANT TO INVITATION TO BID CONSTRUCTION (ITBC) 2023-082 IN THE AMOUNT OF \$2,875,010.00

### **Recommended Action:**

Motion to Approve Resolution No. 130-24 to award an Agreement to CJ Contracting, LLC. for Construction Services for the Memorial Gardens Mausoleum Expansion Project (Public Works Project No. 23-008) pursuant to ITBC 2023-082 in the amount of \$2,875,010.00.

### **Background:**

The City of Delray Beach (City) owns and operates the Delray Beach Memorial Gardens Municipal Cemetery (Municipal Cemetery) located at SW 8<sup>th</sup> Street. The City has been operating the Municipal Cemetery at this location since as early as 1902. In 2019, City Commission approved Resolution No. 124-19 for the development of several unused portions of the cemetery. Completed in the fall of 2020, the four-acre expansion yielded an additional 1,700 new cemetery plots.

In 2021, the Parks and Recreation Department (Parks) budgeted for professional engineering design services for additional burial capacity after recognizing that the most recent cemetery improvements would reach full burial capacity within the next several years. To extend the longevity of the Municipal Cemetery and continue to provide burial capacity for future generations of Delray Beach residents, the addition of two (2) mausoleum structures and one (1) niche columbarium was proposed.

On September 21, 2023, the City issued ITBC 2023-082 in order to select a firm which will provide all labor, materials, tools, equipment, supplies, and supervision related to the construction of the Memorial Gardens Mausoleum Expansion project.

On December 20, 2023, the City received two (2) submittals pursuant to ITBC 2023-082. The bid submitted by CJ Contracting, LLC. was deemed responsive and responsible per the bid requirements.

<b>Name of Bidder</b>	<b>Base Bid Total Cost</b>
1. CJ Contracting, LLC	\$ 2,875,010.00
2. Timm Group Building & General Contractor	\$ 3,961,010.00

Therefore, staff recommends awarding the construction contract to CJ Contracting, LLC in the base bid price of \$2,875,010.00.

The City may terminate this contract without cause and for its convenience by giving seven (7) days prior written notice to the contractor.

This motion is in accordance with Code of Ordinances Section 36.02 Commission Approval Required.

**Attachments:**

1. Agreement ITBC 2023-082
2. Resolution No. 130-24
3. Legal Review Checklist
4. CJ Contracting, LLC. Bid Submittal
5. ITBC 2023-082 Final Solicitation

**City Attorney Review:**

Approved as to form and legal sufficiency.

**Funding Source:**

\$1,313,587.00 is available from 475-39-000-539.62-05 (Capital Outlay Cemetery Mausoleum). The remaining \$1,561,423.00 is available from 377-39-000-539-62-05 (Outlay Cemetery Mausoleum) per the approved budget amendment on June 18, 2024.

**Timing of Request:**

This request is time sensitive due to gravesite depletion.