



Cover Memorandum/Staff Report

File #: 20-837

Agenda Date: 11/10/2020

Item #: 6.E.

TO: Mayor and Commissioners
FROM: Missie Barletto, Public Works Director
THROUGH: Jennifer Alvarez, Interim City Manager
DATE: November 10, 2020

APPROVAL OF CHANGE ORDER NO. 2 REVISED SCOPE WITH SHIFF CONSTRUCTION AND DEVELOPMENT, INC. REGARDING THE EXPANSION OF THE DELRAY BEACH MEMORIAL GARDENS PROJECT IN THE AMOUNT NOT-TO-EXCEED \$127,221

Recommended Action:

Motion to approve Change Order No. 2 revised scope with Shiff Construction and Development, Inc. regarding the expansion of the Delray Beach Memorial Gardens Project (No.18-020), in the amount not-to-exceed \$127,221.

Background:

The City of Delray Beach (City) owns and operates the "Delray Beach Memorial Gardens Municipal Cemetery" (Municipal Cemetery) located at SW 8th Street. The City has been operating the Municipal Cemetery at this location since as early as 1902. The cemetery presently has over 4,500 graves and is nearing capacity for new gravesites.

Last fall, City Commission approved Resolution No.124-19 to Shiff Construction for the development of several unused portions of the cemetery. The scope of work included demolition of an obsolete storage building, removal and clearing of an abandoned nursery area, new drainage, curbing and roads. Work on the four-acre expansion began in May of 2020.

On May 19, 2020, City Commission approved Change Order No.1 (C.O.). The added scope of work allowed for the immediate development of urgently needed gravesite capacity. Two hundred new plots were created and placed into use.

The objective of C.O. No. 2 is aimed at making improvements to the original scope of work. Changes include the use of St. Augustine (Floritam) grass in lieu of the specified Bahia sod. Using the same species of sod ensures compatibility with the city's inventory of maintenance equipment, fertilizers, and pesticides. A new irrigation system is also included, the contractor will provide design & installation. Features such as a grid/looped system which allows for uninterrupted use of the irrigation system during repairs is an advantage on large irrigation systems of this size. In addition, dedicated hose bib stations located throughout the site will ensure timely restoration of burial plots after each service. The balance of the C.O. includes a cost for the relocation of excess fill discovered when the heavily vegetated four-acre parcel was cleared. The completion of this project will create approximately 1,700 new cemetery plots.

Staff recommends approval of Change Order No.2 with Shiff Construction and Development, Inc. in

the amount not-to-exceed \$127,221, which includes a 20 percent contingency of \$21,203.45; any remaining funds will return to the Cemetery Perpetual Care Fund.

This motion is in accordance with Chapter 36 Code of Ordinances of the City of Delray Beach and the Purchasing Policies & Procedures Manual.

City Attorney Review:

City Attorney approves as to form and legal sufficiency.

Funding Source/Financial Impact:

Funding for Change Order No.2 in the amount not-to-exceed \$127,220.68 is available from Account No. 475-39-000-539.31-10 (Cemetery Perpetual Care Account). Pending Mid-Year budget amendment.

Timing of Request:

This is a time sensitive request as available cemetery plots are currently in very low supply.

Attachments:

- Delray Beach Memorial Gardens Expansion Supplemental Proposal Aka Change Order No.2.
- Resolution No. 124-19