



City of Grand Island

Tuesday, May 27, 2014

Council Session

Item I-5

#2014-136 - Consideration of Approving RFP for Cemetery Consulting Services

Staff Contact: Todd McCoy, Parks & Recreation Director

Council Agenda Memo

From: Todd McCoy, Parks and Recreation Director

Meeting: May 27, 2014

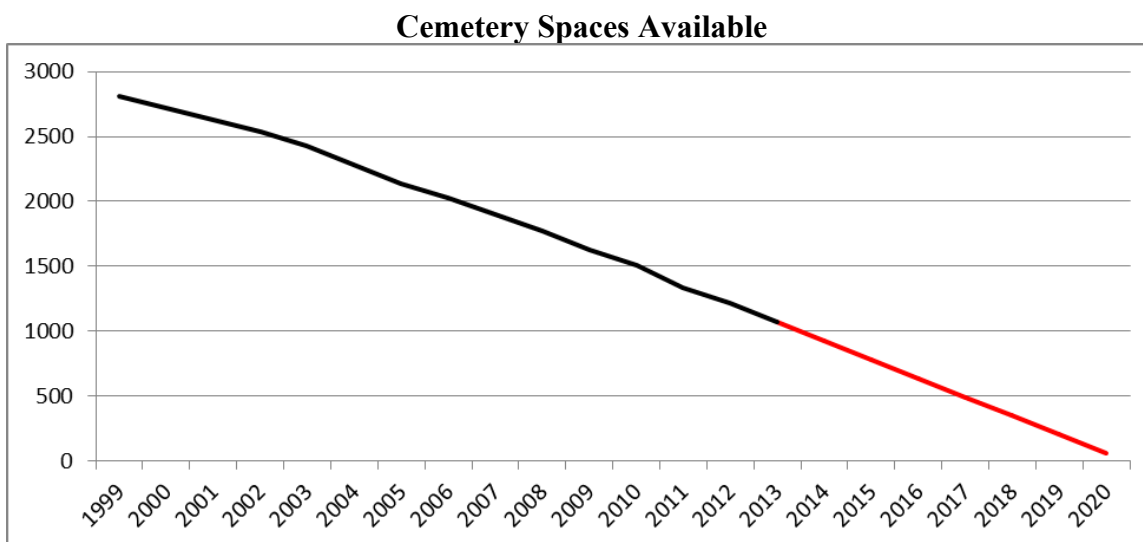
Subject: Approve Consulting Firm to Provide Cemetery Expansion Site Options Evaluation and Master Planning

Item #'s: I-5

Presenter(s): Todd McCoy, Parks and Recreation Director

Background

The Grand Island Cemetery is a 90 acre tract of land located in western Grand Island. The Cemetery facilitates approximately 160 interments annually. The property is becoming limited for space. With current conditions, it is estimated that the Cemetery will be limited in lot selection in the next few years.



A proposal to develop a cemetery expansion master plan was rejected on January 28, 2014 in favor of more study. A City Council study session was held on April 1, 2014. Based on City Council feedback from the study session an RFP was advertised on April 11, 2014 to consider cemetery site options and master planning.

Discussion

Five firms responded to the Cemetery Expansion Site Options Evaluation and Master Planning RFP.

- Confluence of Des Moines, Iowa
- Landmark Engineering Ltd of Loveland, Colorado
- The Tribute Companies of Hartland, Wisconsin
- Mekus Tanger, Inc. of Chicago, Illinois
- Vireo of Omaha, Nebraska

Confluence of Des Moines, Iowa is recommended by staff because of their proposed approach, experience, and value of their proposal. Confluence agrees to provide the following service for a contract amount not to exceed \$29,670.

- Expansion Option Evaluation
 - Consider viable cemetery locations by considering acquisition costs, topography, drainage, natural resources, visibility, and other site impacts.
- Presentation of Findings to City Council
 - A development and operational cost analysis will be prepared for each site. Strengths and weaknesses of each site will be compared. Professional recommendations will be provided.
- Master Plan
 - Utilizing City Council and staff input, a conceptual master plan for cemetery improvements will be provided.

Funding for the master plan will be provided by the Cemetery Trust Fund.

Alternatives

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Move to approve
2. Refer the issue to a Committee
3. Postpone the issue to future date
4. Take no action on the issue

Recommendation

City Administration recommends that the City Council hire Confluence of Des Moines, Iowa to provide Cemetery Expansion Site Options Evaluation and Master Planning for the Grand Island City Cemetery.

Sample Motion

Move to approve hiring Confluence to provide Cemetery Expansion Site Options Evaluation and Master Planning for the Grand Island Cemetery for an amount of \$29,670.



Stacy Nonhof, Purchasing Agent

*Working Together for a
Better Tomorrow, Today*

**REQUEST FOR PROPOSAL
FOR
CEMETERY EXPANSION SITE OPTIONS EVALUATION & MASTER PLAN**

RFP DUE DATE: May 6, 2014 at 4:00 p.m.
DEPARTMENT: Parks & Recreation
PUBLICATION DATE: April 10, 2014
NO. POTENTIAL BIDDERS: 9

SUMMARY OF PROPOSALS RECEIVED

MEKUS TANGER, Inc.
Chicago, IL

Landmark Engineering Ltd
Loveland, CO

The Tribute Companies, Inc.
Hartland, WI

Vireo
Omaha, NE

Confluence
Des Moines, IA

Cemetery Planning Resource Alliance
Denver, CO

cc: Todd McCoy, Parks & Recreation Director
Mary Lou Brown, City Administrator
Stacy Nonhoff, Purchasing Agent

Patti Buetner, Park & Rec. Secretary
Jaye Monter, Finance Director

P1729

RESOLUTION 2014-136

WHEREAS, the City of Grand Island is in the process of expanding the Grand Island City Cemetery; and

WHEREAS, such project will require a consulting firm to complete a Cemetery Expansion Site Options Evaluation and Master Plan; and

WHEREAS, the City of Grand Island issued a Request for Proposals (RFP) for consulting services for such project; and

WHEREAS, five (5) proposals were received, opened and reviewed; and

WHEREAS, Confluence of Des Moines, Iowa, submitted a proposal for such services in accordance with the Request for Proposals; and

WHEREAS, a contract amount of \$29,670.00 has been negotiated.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that the Consultant Agreement with Confluence of Des Moines, Iowa to complete a Cemetery Expansion Site Options Evaluation and Master Plan is hereby approved at a cost of \$29,670.00.

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized and directed to execute such agreement on behalf of the City of Grand Island.

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Adopted by the City Council of the City of Grand Island, Nebraska, May 27, 2014.

Jay Vavricek, Mayor

Attest:

RaNae Edwards, City Clerk

Approved as to Form	☐ _____
May 23, 2014	☐ City Attorney