



STAFF REPORT

MEETING DATE: July 25, 2023

TITLE:

Consider action to approve Resolution No. R-2023-105 of the City Council of the City of Bastrop, Texas to approve a professional services contract with Luck Design Team LLC, for the City of Bastrop Fairview Cemetery Improvements, Section 9 Development for a not to exceed amount of One Hundred and Twelve Thousand, Two Hundred and Ninety Nine Dollars (\$112,299.00); authorizing the City Manager to execute all necessary documents; providing a repealing clause; and establishing an effective date.

AGENDA ITEM SUBMITTED BY:

Artiss Powell, Project Manager

BACKGROUND/HISTORY:

The Fairview Cemetery Advisory Board has been working on a plan to develop Section 9 to expand plot availability for sale. Plot inventory is getting low in the open sections. In addition, an increase in cremations has helped to identify a need for a columbarium option for the interment of ashes.

This section 9 is undeveloped land, which is already owned by Fairview Cemetery, and is estimated to add approximately 1,148 plots/niches for sale. The City has previously worked with Luck Design Team LLC, on the planning of the unimproved area of Section 9.

The Fairview Cemetery Improvements, Section 9 Development project design scope will include a Fairview Cemetery boundary retracement, geotechnical evaluation and design construction documentation that will include proposed cemetery lot layout controls, a covered shade structure with (3) Columbaria units on concrete flatwork and a loop cemetery roadway and landscaping improvements.

The City has received preliminary costs for engineering and construction, including the columbaria units. The total estimated cost fully built out is approximately \$900,000. This number will get refined as engineering is completed and bids are received for construction.

The Fairview Cemetery Advisory Board has participated in the planning of Section 9 development and is making this request to City Council to continue moving forward with engineering services.

We expect to give the Notice to Proceed to Luck Design Team LLC, in August 2023 and the design should last 7 months. We are anticipating bidding this project in the spring 2024.

FISCAL IMPACT:

Cemetery Fund FY23

RECOMMENDATION:

Consider action to approve Resolution No. R-2023-105 of the City Council of the City of Bastrop, Texas to approve a professional services contract with Luck Design Team LLC, for the City of Bastrop Fairview Cemetery Improvements, Section 9 Development for a not to exceed amount of One Hundred and Twelve Thousand, Two Hundred and Ninety Nine Dollars (\$112,299.00); authorizing the City Manager to execute all necessary documents; providing a repealing clause; and establishing an effective date.

ATTACHMENTS:

- Exhibit A: Professional Services Contract between the City of Bastrop and Luck Design Team LLC
- Exhibit B: Resolution No R-2023-105
- Exhibit C: Map Location