



Legislation Details (With Text)

File #: ID#24-0721 **Version:** 1 **Name:** increase to existing purchase order #2400034 for a mapping of the Clearwater Municipal Cemetery

Type: Action Item **Status:** Passed

File created: 6/17/2024 **In control:** Parks & Recreation

On agenda: 7/15/2024 **Final action:** 7/15/2024

Title: Authorize an increase to an existing purchase order with Pennoni Associates, Inc. of Clearwater, Florida, for professional services in connection with providing GIS and engineering services for a mapping of the Clearwater Municipal Cemetery, located at 1300 South Myrtle Avenue in the amount of \$27,806.00 bringing the total to \$167,906.00 and authorize the appropriate officials to execute same.

Sponsors:

Indexes:

Code sections:

Attachments: 1. Cemetery Mapping scope rev 2024_06.pdf, 2. Cemetery Mapping Proposal 2023_1005.pdf, 3. Cemetery Mapping PO 24000334 2023_1221.pdf

Date	Ver.	Action By	Action	Result
7/15/2024	1	City Council		

SUBJECT/RECOMMENDATION:

Authorize an increase to an existing purchase order with Pennoni Associates, Inc. of Clearwater, Florida, for professional services in connection with providing GIS and engineering services for a mapping of the Clearwater Municipal Cemetery, located at 1300 South Myrtle Avenue in the amount of \$27,806.00 bringing the total to \$167,906.00 and authorize the appropriate officials to execute same.

SUMMARY:

On December 7, 2023, Council approved a purchase order to Pennoni Associates, Inc. in the amount of \$140,100.00 for GIS and engineering services for a mapping of the Clearwater Municipal Cemetery.

Services provided by Pennoni Associates, Inc. as outlined in the original scope of work included the following tasks:

- Task 1: Professional Consulting Services
- Task 2: Survey Services
- Task 3: Ground Penetrating Radar (GPR) Services
- Task 4: GIS Data Collection and Mapping

Pennoni has completed collecting all the field data using ESRI's Field Maps which give users the ability to locate, inventory, plot locations and attributes. The geodatabase design will contain dropdowns and additional standardization features, allowing for a reduction in human error and other potential issues that can occur in the field. The data base will include date of inspection, section, row, type, Name, Date of Birth, Date of Death, Epitaph, language, notes, and pictures.

Based on the preliminary investigation and mapping efforts, staff is requesting authorization to increase our current purchase order with Pennoni by \$27,806.00 to address the following two additional tasks that were not included in the original work order bringing the total to \$167,906.00.

1. Survey work needed to resolve the western boundary survey conditions, where block/plots extend beyond the right of way line.
2. Review existing city historical plot books to scan each record and update the GIS with information found in these records. The updates will focus on identification of (735) suspect burial locations that are currently undesignated based on current survey.

The additional work for this project will take approximately 30 days to complete.

APPROPRIATION CODE AND AMOUNT:

Funds are available in M2210 Municipal Cemetery Improvements.

USE OF RESERVE FUNDS:

N/A

STRATEGIC PRIORITY:

Approval of the purchase order supports several Strategic Plan Objectives, including:

- 1.2: Maintain public infrastructure, mobility systems, natural lands, environmental resources, and historic features through systematic management efforts.
- 1.3: Adopt responsive levels of service for public facilities and amenities, and identify resources required to sustain that level of service.
- 3.1: Support neighborhood identity through services and programs that empower community pride and belonging.
- 3.2: Preserve community livability through responsible development standards, proactive code compliance, and targeted revitalization.

