

MEMORANDUM

TO: Bruce Heflin, Public Works Director
 FROM: Richard E. Terrell, General Services Superintendent *RET*
 SUBJECT: Old Chapel Hill Cemetery - C.I.P.
 DATE: September 23, 1988

=====

I recommended the following schedule for the division to follow relative to the adopted master plan and the Town's 5 year C.I.P. budget. Although A/E services are not listed seperately they would be applicable to some projects (e.g., facility identification signage). Where applicable, I propose that we negotiate a fee with David Swanson.

BALANCE \$35,000

1988-89 FISCAL YEAR

BALANCE BROUGHT FORWARD - \$35,000
 ALLOTTED C.I.P. FUNDS - 50,000
 FUNDS AVAILABLE - \$85,000

PROFESSIONAL SERVICES (marker survey including photographic record and cemetery directory)	- 4,550
TREE RELATED (stump removal etc.) -	- 1,000
DRAINAGE IMPROVEMENTS -	- 6,850 *
SIDEWALK IMPROVEMENTS -	- 3,000 *
FACILITY IDENTIFICATION SIGNAGE -	- 3,000
MARKER RESTORATION -	- 20,000
ROCKWALL REPAIR AND CONSTRUCTION OF CURBS -	- 38,500
RENOVATE EXISTING STRUCTURES (gazebo and shed) -	- 7,500
BEGIN THE INSTALLATION OF IRRIGATION SYSTEM -	- <u>6,000</u>
BALANCE	\$ -0-

FISCAL YEAR 1989-90

BALANCE BROUGHT FORWARD - \$ -0-
 ALLOTTED C.I.P. FUNDS - 25,000
 FUNDS AVAILABLE - \$25,000

COMPLETE THE INSTALLATION OF IRRIGATION SYSTEM -	- 14,000
BEGIN LANDSCAPE IMPROVEMENTS -	- <u>11,000</u>
BALANCE	\$ -0-

* Could be performed in-kind.

September 23, 1988
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FISCAL YEAR 1990-91

BALANCE BROUGHT FORWARD -	\$ -0-
ALLOTTED C.I.P. FUNDS -	<u>-0-</u>
FUNDS AVAILABLE -	\$ -0-
PROJECTS PENDING FUNDING	
BALANCE -	\$ -0-

FISCAL YEAR 1991-92

BALANCE BROUGHT FORWARD -	\$ -0-
ALLOTTED C.I.P. FUNDS -	<u>25,000</u>
FUNDS AVAILABLE -	\$25,000
CONTINUE LANDSCAPE IMPROVEMENTS -	- <u>25,000</u>
BALANCE -	\$ -0-

FISCAL YEAR 1992-93

BALANCE BROUGHT FORWARD -	\$ -0-
ALLOTTED C.I.P. FUNDS -	<u>25,000</u>
FUNDS AVAILABLE -	\$25,000
COMPLETE LANDSCAPE IMPROVEMENTS -	- 9,250
BEGIN PEDESTRIAN LIGHTING IMPROVEMENTS -	- <u>15,750</u>
BALANCE -	\$ -0-

Please advise if you have questions. I will continue to address this program annually through both our Operational Budget and the CIP process.

goes through 3/91

CIP PROJECT SCHEDULE AND STATUS REPORT FOR FY 1989-90

REPORT PERIOD ENDING: JUNE 30, 1990

RESPONSIBLE PARTY: B. HEFLIN

PROJECT(S): CEMETERY BEAUTIFICATION - MARKER SURVEY AND CEMETERY DIRECTORY AT OLD C.H. CEMETERY

START A&E: MARCH 1989

FINISH A&E: DECEMBER 1989

ADVERTISE FOR BIDS:

LET CONTRACT:

COMPLETE PROJECT: DECEMBER 1989

BUDGET: 4,550

ENCUMBERED/EXPENDED: 4,526

BALANCE: 24

COMMENTS:

SCHEDULED	FIRST QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
CONTINUE ASSEMBLING DATE	95% COMPLETED	BEING PERFORMED BY DAVID SWANSON PER CONTRACT.
SCHEDULED	SECOND QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
NOV. - COMPLETE PROJECT	DEC. - SURVEY AND DIRECTORY COMPLETED	
SCHEDULED	THIRD QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
SCHEDULED	FOURTH QUARTER ACTUAL/CURRENT PROJ.	COMMENTS

CIP PROJECT SCHEDULE AND STATUS REPORT FOR FY 1989-90

REPORT PERIOD ENDING: JUNE 30, 1990

RESPONSIBLE PARTY: B. HEFLIN

PROJECT(S): CEMETERY BEAUTIFICATION - IMPROVEMENTS TO GAZEBO AND STORAGE SHED AT OLD C.H. CEMETERY

START A&E: SEPTEMBER 1989
 FINISH A&E: SEPTEMBER 1989
 ADVERTISE FOR BIDS: DECEMBER 1989
 LET CONTRACT: AUGUST 1990
 COMPLETE PROJECT: SEPTEMBER 1990

BUDGET: 15,000 (REVISED 3-90)
 ENCUMBERED/EXPENDED: 500 (A/E)
 BALANCE: 14,500
 COMMENTS:

SCHEDULED	FIRST QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
SEPT. - CONTRACT FOR A/E WORK	SEPT. - CONTRACTED WITH MIKE HINING.	
- COMPLETE A/E WORK	SEPT. - RECEIVED PLANS AND SPECS.	
SCHEDULED	SECOND QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
OCT. - REQUEST BIDS	DEC. - REQUESTED BIDS	RECEIVED TWO BIDS OVER BUDGET. OPTIONS UNDER CONSIDERATION.
NOVEMBER - SELECT CONTRACTOR		
SCHEDULED	THIRD QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
FEB. - COMPLETE PROJECT	MARCH - SELECTED CONTRACTOR	
SCHEDULED	FOURTH QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
	MAY - CONTRACTOR SELECTED (P.O. ISSUED IN (APRIL) WENT OUT OF BUSINESS.	
	JUNE - PLANS AND SPECS. ISSUED TO THREE ADDITIONAL CONTRACTORS FOR QUOTES.	
	AUG. - SELECT CONTRACTOR	

CIP PROJECT SCHEDULE AND STATUS REPORT FOR FY 1989-90

REPORT PERIOD ENDING: JUNE 30, 1990

RESPONSIBLE PARTY: E. HEFLIN

PROJECT(S): STONEWALL AND GUTTER IMPROVEMENTS AT OLD C.H. CEMETERY

START AGE: MARCH 1939

FINISH A&E: SEPTEMBER 1989

ADVERTISE FOR BIDS: JUNE 1990

LET CONTRACT: AUGUST 1990

COMPLETE PROJECT: DECEMBER 1990

BUDGET: 45,350

ENCUMBERED/EXPENDED: 4,543 (1,694 A/E)

BALANCE: 40,807

COMMENTS: CURB AND GUTTER MATERIAL COST -
\$2,849.31

SCHEDULED	FIRST QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
SEPT. - COMPLET A/E WORK	SEPT. - PLANS AND SPECIFICATIONS RECEIVED.	
SCHEDULED	SECOND QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
OCT. - REQUEST BIDS		
NOVEMBER - SELECT CONTRACTOR		
SCHEDULED	THIRD QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
SCHEDULED	FOURTH QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
	APRIL - BID PACKAGE FORWARD TO FINANCE DEPT.	
JUNE - COMPLETE PROJECT	JUNE - ADVERTISED FOR BIDS	
	JULY - NO BIDS RECEIVED	
	- RE-ADVERTISED	

CIP PROJECT SCHEDULE AND STATUS REPORT FOR FY 1989-90

REPORT PERIOD ENDING: JUNE 30, 1990

RESPONSIBLE PARTY: B. HEFLIN

PROJECT(S): CEMETERY BEAUTIFICATION - IRRIGATION SYSTEM AT OLD C.H. CEMETERY

START A&E: NOVEMBER 1989

FINISH A&E: MAY 1990

ADVERTISE FOR BIDS: JUNE 1990

LET CONTRACT: AUGUST 1990

COMPLETE PROJECT: DECEMBER 1990

BUDGET: 40,000

ENCUMBERED/EXPENDED: 500

BALANCE: 39,500

COMMENTS:

SCHEDULED	FIRST QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
		OUR SCHEDULE FOR IMPEMENTATION IS DEPENDENT UPON ACTION BY COUNCIL.
SCHEDULED	SECOND QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
NOV. - CONTRACT FOR DESIGN WORK AND SPECS. DEC. - COMPLETE DESIGN WORK AND SPECS.	DEC. - CONTRACTED WITH SANFORD IRRIGATION FOR DESIGN SERVICES.	
SCHEDULED	THIRD QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
FEBRUARY - REQUEST BIDS MARCH - SELECT CONTRACTOR	MARCH - PRELIMINARY PLANS & SPECS. SUBMITTED.	AWAITING COMMENTS FROM FINANCE DEPT.
SCHEDULED	FOURTH QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
JUNE - COMPLETED PROJECT	JUNE - ADVERTISED FOR BIDS JULY - ONLY TWO BIDS RECEIVED - RE-ADVERTISED	

REPORT PERIOD ENDING: JUNE 30, 1990

RESPONSIBLE PARTY: B. HEFLIN

PROJECT(S): CEMETERY BEAUTIFICATION - SIDEWALK AND BOLLARD IMPROVEMENTS AT OLD C.H. CEMETERY

START AGE: MARCH 1987

FINISH AGE: OCTOBER 1989

ADVERTISE FOR BIDS:

LET CONTRACT:

COMPLETE PROJECT: 1990-91

BUDGET: 9,000

ENCUMBERED/EXPENDED: 8,335 (A/E 385)

BALANCE: 665

COMMENTS:

SCHEDULED	FIRST QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
SCHEDULED	SECOND QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
OCT. - COMPLETE A&E	COMPLETED	WORK TO BE PERFORMED BY PUBLIC WORKS CREWS.
SCHEDULED	THIRD QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
SCHEDULED	FOURTH QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
MAY - COMPLETE PROJECT	MAY - P.O. ISSUED FOR BOLLARDS WORK CURRENTLY SCH. FOR 1990-91	

CIP PROJECT SCHEDULE AND STATUS REPORT FOR FY 1989-90

REPORT PERIOD ENDING: JUNE 30, 1990

RECEIVED BY: B. REFLIN

PROJECT(S): FACILITY IDENTIFICATION SIGNAGE AT OLD C.H. CEMETERY

START AGE: MARCH 1989

FINISH AGE: AUGUST 1990

2000 2001 2002 2003 2004 2005 2006 2007 2008 2009 2010 2011 2012 2013 2014 2015 2016 2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 2035 2036 2037 2038 2039 2040 2041 2042 2043 2044 2045 2046 2047 2048 2049 2050 2051 2052 2053 2054 2055 2056 2057 2058 2059 2060 2061 2062 2063 2064 2065 2066 2067 2068 2069 2070 2071 2072 2073 2074 2075 2076 2077 2078 2079 2080 2081 2082 2083 2084 2085 2086 2087 2088 2089 2090 2091 2092 2093 2094 2095 2096 2097 2098 2099 2100 2101 2102 2103 2104 2105 2106 2107 2108 2109 2110 2111 2112 2113 2114 2115 2116 2117 2118 2119 2120 2121 2122 2123 2124 2125 2126 2127 2128 2129 2130 2131 2132 2133 2134 2135 2136 2137 2138 2139 2140 2141 2142 2143 2144 2145 2146 2147 2148 2149 2150 2151 2152 2153 2154 2155 2156 2157 2158 2159 2160 2161 2162 2163 2164 2165 2166 2167 2168 2169 2170 2171 2172 2173 2174 2175 2176 2177 2178 2179 2180 2181 2182 2183 2184 2185 2186 2187 2188 2189 2190 2191 2192 2193 2194 2195 2196 2197 2198 2199 2200 2201 2202 2203 2204 2205 2206 2207 2208 2209 2210 2211 2212 2213 2214 2215 2216 2217 2218 2219 2220 2221 2222 2223 2224 2225 2226 2227 2228 2229 2230 2231 2232 2233 2234 2235 2236 2237 2238 2239 2240 2241 2242 2243 2244 2245 2246 2247 2248 2249 2250 2251 2252 2253 2254 2255 2256 2257 2258 2259 2260 2261 2262 2263 2264 2265 2266 2267 2268 2269 2270 2271 2272 2273 2274 2275 2276 2277 2278 2279 2280 2281 2282 2283 2284 2285 2286 2287 2288 2289 2290 2291 2292 2293 2294 2295 2296 2297 2298 2299 2300 2301 2302 2303 2304 2305 2306 2307 2308 2309 2310 2311 2312 2313 2314 2315 2316 2317 2318 2319 2320 2321 2322 2323 2324 2325 2326 2327 2328 2329 2330 2331 2332 2333 2334 2335 2336 2337 2338 2339 2340 2341 2342 2343 2344 2345 2346 2347 2348 2349 2350 2351 2352 2353 2354 2355 2356 2357 2358 2359 2360 2361 2362 2363 2364 2365 2366 2367 2368 2369 2370 2371 2372 2373 2374 2375 2376 2377 2378 2379 2380 2381 2382 2383 2384 2385 2386 2387 2388 2389 2390 2391 2392 2393 2394 2395 2396 2397 2398 2399 2400 2401 2402 2403 2404 2405 2406 2407 2408 2409 2410 2411 2412 2413 2414 2415 2416 2417 2418 2419 2420 2421 2422 2423 2424 2425 2426 2427 2428 2429 2430 2431 2432 2433 2434 2435 2436 2437 2438 2439 2440 2441 2442 2443 2444 2445 2446 2447 2448 2449 2450 2451 2452 2453 2454 2455 2456 2457 2458 2459 2460 2461 2462 2463 2464 2465 2466 2467 2468 2469 2470 2471 2472 2473 2474 2475 2476 2477 2478 2479 2480 2481 2482 2483 2484 2485 2486 2487 2488 2489 2490 2491 2492 2493 2494 2495 2496 2497 2498 2499 2500 2501 2502 2503 2504 2505 2506 2507 2508 2509 2510 2511 2512 2513 2514 2515 2516 2517 2518 2519 2520 2521 2522 2523 2524 2525 2526 2527 2528 2529 2530 2531 2532 2533 2534 2535 2536 2537 2538 2539 2540 2541 2542 2543 2544 2545 2546 2547 2548 2549 2550 2551 2552 2553 2554 2555 2556 2557 2558 2559 2560 2561 2562 2563 2564 2565 2566 2567 2568 2569 2570 2571 2572 2573 2574 2575 2576 2577 2578 2579 2580 2581 2582 2583 2584 2585 2586 2587 2588 2589 2590 2591 2592 2593 2594 2595 2596 2597 2598 2599 2600 2601 2602 2603 2604 2605 2606 2607 2608 2609 2610 2611 2612 2613 2614 2615 2616 2617 2618 2619 2620 2621 2622 2623 2624 2625 2626 2627 2628 2629 2630 2631 2632 2633 2634 2635 2636 2637 2638 2639 2640 2641 2642 2643 2644 2645 2646 2647 2648 2649 2650 2651 2652 2653 2654 2655 2656 2657 2658 2659 2660 2661 2662 2663 2664 2665 2666 2667 2668 2669 2670 2671 2672 2673 2674 2675 2676 2677 2678 2679 2680 2681 2682 2683 2684 2685 2686 2687 2688 2689 2690 2691 2692 2693 2694 2695 2696 2697 2698 2699 2700 2701 2702 2703 2704 2705 2706 2707 2708 2709 2710 2711 2712 2713 2714 2715 2716 2717 2718 2719 2720 2721 2722 2723 2724 2725 2726 2727 2728 2729 2730 2731 2732 2733 2734 2735 2736 2737 2738 2739 2740 2741 2742 2743 2744 2745 2746 2747 2748 2749 2750 2751 2752 2753 2754 2755 2756 2757 2758 2759 2760 2761 2762 2763 2764 2765 2766 2767 2768 2769 2770 2771 2772 2773 2774 2775 2776 2777 2778 2779 2780 2781 2782 2783 2784 2785 2786 2787 2788 2789 2790 2791 2792 2793 2794 2795 2796 2797 2798 2799 2800 2801 2802 2803 2804 2805 2806 2807 2808 2809 2810 2811 2812 2813 2814 2815 2816 2817 2818

LET COMMENTS

COMPLETE PROJECT: AUGUST 1990

BUDGET: 3,000

ENCUMBERED/EXPENDED: 650 (A/E)

BALANCE: 12,300

CONTENTS:

SCHEDULED	FIRST QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
SCHEDULED	SECOND QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
SCHEDULED	THIRD QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
FEB.- COMPLETE A&E WORK		
MARCH - SELECT VENDOR(S)		
SCHEDULED	FOURTH QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
APRIL - COMPLETE PROJECT	JUNE - DESIGN WORK (A&E) 90% COMPLETED	
	AUG.- COMPLETE DESIGN WORK AND REQUISITION SERVICES (FABERCATION OF PLAQUE TO BE INSTALLED ON ROCK AND CEMETERY DIRECTORY TO BE LOCATED NEAR GAZEBO).	LARGE ROCK TO BE LOCATED AND MOVED BY TOWN FORCES.

CIP PROJECT SCHEDULE AND STATUS REPORT FOR FY 1989-90

REPORT PERIOD ENDING: JUNE 30, 1990

RESPONSIBLE PARTY: B. HEFLIN

PROJECT(S): CEMETERY BEAUTIFICATION - MARKER RESTORATION AT OLD C.H. CEMETERY

START A&E: MARCH 1989

FINISH A&E: AUGUST 1990

ADVERTISE FOR BIDS: 1991-92

LET CONTRACT: 1991-92

COMPLETE PROJECT: 1991-92

BUDGET: 20,000

ENCUMBERED/EXPENDED: 1,038 (A/E 385)

BALANCE: 18,962

COMMENTS: FUNDS NOT AVAILABLE UNTIL 1991-92

SCHEDULED	FIRST QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
SCHEDULED	SECOND QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
SCHEDULED	THIRD QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
JAN. - SUBMIT SPECIFICATIONS TO FINANCE DEPT.	SPECIFICATIONS 90% COMPLETED	BASE ON CURRENT ESTIMATES FOR OTHER PROJECTS,
FEB. - REQUEST BIDS		FUNDING FOR THIS ONE NOT ANTICIPATED BEFORE
MARCH - AWARD CONTRACT		1991-92.
SCHEDULED	FOURTH QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
APRIL - START PROJECT	AUGUST - COMPLETE SPECIFICATIONS	
JUNE - COMPLETE PROJECT		

.....

£,600

FIRST QUARTER
ACTUAL/CURRENT PROJ.

CONFIDENTIAL

SCHEDULE

SECOND QUARTER
ACTUAL/CURRENT PROJ.

COMMENTS

SCHEDULED

THIRD QUARTER
ACTUAL/CURRENT PROJ.

COMMENTS

SCHEDULED

LIAN. - REVIEW PROJECT AND DETERMINE WHETHER
FOR NOT TO PROCEED AT THIS TIME.

DUE TO CURRENT ESTIMATES (OTHER PROJECTS):
 FUNDING TO START IN 1991-92.

NO FUNDS ARE SCHEDULED FOR 1990-91.

FOURTH QUARTER
ACTUAL/CURRENT PROJ.

COMMENTS

SCHEDULED

CIP PROJECT SCHEDULE AND STATUS REPORT FOR FY 1990-91

REPORT PERIOD ENDING: SEPTEMBER 30, 1990

RESPONSIBLE PARTY: B. HEFLIN

PROJECT(S): CEMETERY BEAUTIFICATION - IRRIGATION SYSTEM AT OLD C.H. CEMETERY

START A&E: NOVEMBER 1989
 FINISH A&E: MAY 1990
 ADVERTISE FOR BIDS: JUNE 1990
 LET CONTRACT: OCTOBER 1990
 COMPLETE PROJECT: JANUARY 1991

BUDGET: \$40,000
 ENCUMBERED/EXPENDED: 500
 BALANCE: \$39,500
 COMMENTS:

SCHEDULED	FIRST QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
JULY - READVERTISE FOR BIDS	JULY - RECIEVED TWO BIDS (REDMILL LAND- ISCAPING \$65,000 AND TURF SERVICE - \$41,800) RECOMMEND TURF SERVICE.	AWAITING COUNCIL ACTION OCT. 9
SCHEDULED	SECOND QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
NOV. - START INSTALLATION		
SCHEDULED	THIRD QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
JAN. - COMPLETE INSTALLATION		
SCHEDULED	FOURTH QUARTER ACTUAL/CURRENT PROJ.	COMMENTS

CIP PROJECT SCHEDULE AND STATUS REPORT FOR FY 1990-91

REPORT PERIOD ENDING: MARCH 31, 1991

RESPONSIBLE PARTY: B. HEFLIN

PROJECT(S): IRRIGATION SYSTEM AT OLD CHAPEL HILL CEMETERY

START A&E: NOVEMBER 1989

FINISH A&E: MAY 1990

ADVERTISE FOR BIDS: JUNE 1990

LET CONTRACT: OCTOBER 1990

COMPLETE PROJECT: JANUARY 1991

BUDGET: \$52,200 (REVISED 11/90)

ENCUMBERED/EXPENDED: 51,770 (500 A&E)

BALANCE: \$ 730

COMMENTS:

SCHEDULE	FIRST QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
JULY - READVERTISE FOR BIDS	JULY - RECEIVED TWO BIDS (REDMILL LAND- SCAPING \$65,000 AND TURF SERVICE \$41,800) RECOMMEND TURF SERVICE	AWAITING COUNCIL ACTION OCT. 9
SCHEDULE	SECOND QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
NOV. - START INSTALLATION	DEC. - INSTALLATION 80% COMPLETE	
SCHEDULE	THIRD QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
JAN. - COMPLETE INSTALLATION	JAN. - TURF IRRIGATION COMPLETED	DRIP IRRIGATION COMPONENT TO BE INSTALLED AFTER LANDSCAPE IMPROVEMENTS.
SCHEDULE	FOURTH QUARTER ACTUAL/CURRENT PROJ.	COMMENTS

CIP PROJECT SCHEDULE AND STATUS REPORT FOR FY 1990-91

REPORT PERIOD ENDING: MARCH 31, 1991

RESPONSIBLE PARTY: B. HEFLIN

PROJECT(S): STONEWALL AND GUTTER IMPROVEMENTS AT OLD C.H. CEMETERY

START A&E: MARCH 1989
 FINISH A&E: SEPTEMBER 1989
 ADVERTISE FOR BIDS: JUNE 1990
 LET CONTRACT: NOVEMBER 1990
 COMPLETE PROJECT: UNKNOWN

BUDGET: \$45,350
 ECUMBERED/EXPENDED: 4,543 (A&E - 1,694)
 BALANCE: \$40,807
 COMMENTS:

SCHEDULE	FIRST QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
JULY - READVERTISE FOR BIDS	JULY - RECEIVED ONE BID FOR \$185,985	BID EXCEEDED BUDGET; ELECTED TO SERVE AS GENERAL CONTRACTOR.
SCHEDULE	SECOND QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
OCT. - NEGOTIATE WITH STONE MASONS NOV. - START PROJECT	FEB. - NEGOTIATE WITH STONE MASONS	COMPLETION DATE DEPENDS ON TERMS TO BE NEGOTIATED.
SCHEDULE	THIRD QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
	PROJECT ON HOLD	PROPOSED REDUCTION IN FY 91-92 APPROPRIATION WILL RESULT IN DELAY OF PROJECT.
SCHEDULE	FOURTH QUARTER ACTUAL/CURRENT PROJ.	COMMENTS

CIP PROJECT SCHEDULE AND STATUS REPORT FOR FY 1990-91

REPORT PERIOD ENDING: MARCH 31, 1991

RESPONSIBLE PARTY: B. HEFLIN

PROJECT(S): FACILITY IDENTIFICATION SIGNAGE AT OLD C.H. CEMETERY

START A&E: MARCH 1989

FINISH A&E: AUGUST 1990

ADVERTISE FOR BIDS:

LET CONTRACT:

COMPLETE PROJECT: OCTOBER 1990

BUDGET: \$3,000

ENCUMBERED/EXPENDED: 1,521(650 A/E)

BALANCE: \$1,479

COMMENTS:

SCHEDULE	FIRST QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
AUG. - COMPLETE DESIGN WORK AND REQUISITION SERVICES (FABRICATION OF PLAQUES TO BE INSTALLED ON ROCKS AND CEMETERY DIRECTORY TO BE LOCATED NEAR GAZEBO).	AUG. - LARGE ROCK LOCATED AND PLACED SEPT. - SPECS ON PLAQUES SENT OUT FOR QUOTES	
SCHEDULE	SECOND QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
OCT. - SELECT PLAQUE MANUFACTURER AND INSTALL	DEC. - PLAQUES RECEIVED FEB. - INSTALL PLAQUES - COMPLETE DESIGN WORK ON CEMETERY DIRECTORY	
SCHEDULE	THIRD QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
	FEB. - PLAQUE (16" X 10") INSTALLED ON LARGE ROCK - DESIGN WORK COMPLETED ON CEMETERY DIRECTORY JUNE - INSTALL CEMETERY DIRECTORY	SMALL PLAQUES (8" X 10") SET IN SMALLER ROCKS TO BE PLACED DURING STONEWALL IMPROVEMENTS.
SCHEDULE	FOURTH QUARTER ACTUAL/CURRENT PROJ.	COMMENTS

CIP PROJECT SCHEDULE AND STATUS REPORT FOR FY 1990-91

REPORT PERIOD ENDING: MARCH 31, 1991

RESPONSIBLE PARTY: B. HEFLIN

PROJECT(S): CEMETERY BEAUTIFICATION – IMPROVEMENTS TO GAZEBO AND STORAGE SHED AT OLD C.H. CEMETERY

START A&E: SEPTEMBER 1989

FINISH A&E: SEPTEMBER 1989

ADVERTISE FOR BIDS: DECEMBER 1989

LET CONTRACT: OCTOBER 1990

COMPLETE PROJECT: NOVEMBER 1990

BUDGET: \$22,300 (REVISED 12-90)

ENCUMBERED/EXPENDED: 22,820 (A&E – 700)

BALANCE: \$ -520

COMMENTS:

SCHEDULE	FIRST QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
JULY – SOLICIT ADDITIONAL QUOTES	<p>AUG. – RECEIVED ONE FROM BROOKS & SONS CONST. FOR \$43,916.</p> <p>SEPT. – SCHEDULED INSTALLATION OF FOUNDATION</p> <p>– ORDERED LUMBER</p> <p>– REQUESTED QUOTES FOR FRAMING AND INSTALLATION OF ROOF</p>	ELECTED TO SERVE AS GENERAL CONTRACTOR AND REQUESTION DIRECTLY FOR NEEDED SERVICES (FRAMING, ROOFING, ETC.)
SCHEDULE	SECOND QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
<p>OCT. – START CONSTRUCTION</p> <p>NOV. – COMPLETE PROJECT</p>	<p>DEC. – 80% COMPLETED</p> <p>JAN. – COMPLETE PROJECT</p>	
SCHEDULE	THIRD QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
	JAN. – PROJECT COMPLETED	
SCHEDULE	FOURTH QUARTER ACTUAL/CURRENT PROJ.	COMMENTS

KET
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AGENDA #11e

MEMORANDUM

TO: Mayor and Council
FROM: W. Calvin Horton, Town Manager
SUBJECT: Bid: Sprinkler System for Chapel Hill Cemetery
DATE: October 8, 1990

The attached resolution would accept the bid of Turf Service, Inc., of Greensboro in the amount \$41,800.00 for the installation of a Sprinkler System for the turf at the Chapel Hill Cemetery.

Funds for this project are included in the Capital Improvements Fund budget for 1990-91.

Bid Procedures

Specifications and Bid Notices were distributed to seven prospective vendors in North Carolina and five minority business organizations in North Carolina.

The Notice to Bidders was published in the June 27, 1990, edition of The Chapel Hill Newspaper. No bids were received on the deadline date of July 12, 1990. The Notice to Bidders was published a second time on July 18, 1990. Two bids were received and opened on July 31, 1990, as follows:

<u>Vendor</u>	<u>Price</u>
Turf Service, Inc. Greensboro	\$41,800
Redmill Landscape & Nursery Durham	65,000

The low bid of Turf Service, Inc. in the amount of \$41,800 was reviewed by staff and found to be acceptable.

Recommendation: That Council adopt the attached resolution awarding the bid for a Sprinkler System at the Chapel Hill Cemetery to Turf Service, Inc. in the amount of \$41,800.

A RESOLUTION AWARDING A BID FOR A SPRINKLER SYSTEM AT THE CHAPEL HILL CEMETERY (90-10-8/R-7)

WHEREAS, the Town of Chapel Hill has solicited formal bids by legal notice in The Chapel Hill Newspaper on June 27, 1990. No bids were received on the deadline date of July 12, 1990. The legal notice was published again on July 18, 1990. Two bids were received and opened on July 31, 1990, as follows:

<u>Vendor</u>	<u>Price</u>
Turf Service, Inc. Greensboro	\$41,800
Redmill Landscape & Nursery Durham	65,000

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Town in accordance with G.S. 143-129, accepts the bid of Turf Service, Inc. in the amount of \$41,800 for a sprinkler system at the Chapel Hill Cemetery.

This the 8th day of October, 1990.

MEMORANDUM

DRAFT

To: Bruce Heflin, Public Works Director
From: Curtis Brooks, Landscape Architect
Subject: Old Chapel Hill Cemetery Improvements
Date: June 28, 2001

This report provides an update on improvements made since the Old Chapel Hill Cemetery Master Plan was approved, and information, including ballpark cost estimates, for future improvements that could be considered if and when funding is available.

BACKGROUND

In September 1986, a task force was appointed by the Town Council to make master plan recommendations for improvements to the Old Chapel Hill Cemetery. This task force included a diversity of people including members of the Chapel Hill Historical Society, University representatives, and members of Chapel Hill's African-American community, some of which had relatives interred in the historically black eastern sections of the cemetery.

In late 1987, the State of North Carolina transferred ownership of the cemetery from the University to the Town and soon thereafter the Old Chapel Hill Cemetery Master Plan was completed and adopted by the Town Council. This master plan provided guidelines on how ongoing cemetery maintenance should be performed and included a list of recommended capital improvements that should be undertaken as funding became available.

Since the master plan was adopted, the Town has implemented most of the recommendations concerning ongoing maintenance and has completed a number of the recommended capital improvements. All of the costs of improved ongoing maintenance have been included in the Town's operating budget and the large majority of the costs for specific capital improvements have been included in the Town's Capital Improvements Program budget. Grants from the Chapel Hill Historical Society and the North Carolina Department of Archives have supplemented Town funds in support of professional services needed for the Cemetery's National Register of Historic Places nomination and the Marker Restoration Study. To date, the University has provided no supplemental funding.

DISCUSSION

The Old Chapel Hill Cemetery Master Plan was intended to provide a framework for future cemetery improvements. The plan provided some preliminary cost estimates for the recommended capital improvements, but our experience has indicated that these figures underestimated the actual costs of improvements. It also included prioritized lists of recommended public and private improvement projects based on the views expressed by Cemetery Task Force members. As a result of this prioritization process and the uncertainty of the preliminary cost estimates, a number of the projects rated as highest priorities, most notably rock wall restoration, were also among the most expensive projects to undertake and therefore remain to be completed. In practice, the Town has undertaken the highest priority projects that could be completed, or at least completed in good part, at the level of funding anticipated to be available.

Since the master plan was adopted in 1987, the Town has contributed funding to the following specific projects (listed in order of approximate completion):

- Development of construction plans for gazebo reconstruction
- Installation of decorative bollards to restrict vehicular access
- Reconstruction of the gazebo
- Installation of a turf irrigation system
- Installation of drainage pipes and repair of yard inlets
- Construction of brick edged Chapel Hill gravel walkways
- Development of the Old Chapel Hill Cemetery Directory and Inventory
- Installation of a cemetery map adjacent to the gazebo
- Development of construction plans and bid specifications for rock wall reconstruction
- Publication of the Old Chapel Hill Cemetery brochure
- Completion of the National Register of Historic Places nomination
- Completion of the marker restoration study
- Restoration of priority 1 markers
- Restoration of most priority 2 markers
- Repair of newly vandalized markers
- Resurfacing of access drives with exposed aggregate paving

Commensurate with the value of these improvements, the level of ongoing maintenance has continued to improve over the period. In the spring of 2001, several extraordinary maintenance projects were undertaken including the renovation of the Chapel Hill gravel walkways, extensive vine removal from walls and shrubs, and pruning or removal of a large number of trees. Although these projects did not involve significant outlays of capital funds, they did require considerable Town labor resources above and beyond what is anticipated for more routine maintenance needs.

Capital projects that remain to be done can be divided into three categories. Category 1 includes immediate repair projects needed to protect investments that have already been made at the cemetery. Category 2 includes projects listed in the master plan that have yet to be completed. Category 3 includes projects that have been suggested by citizens and/or cemetery consultants the Town has worked with since the master plan was adopted. In the following lists I am including ballpark cost estimates for the proposed category 1 and 2 projects in order to provide a sense of the relative costs of these different projects. Category 3 projects have not been evaluated in detail at this time and therefore no cost estimates are provided. I note that the cost estimates provided are based primarily on estimates developed in the mid 1990's and therefore are subject to change once projects are let out to bid. Our experience has been that there are relatively few contractors with the expertise needed to do historic restoration projects on National Register sites and that the services provided are often unexpectedly expensive.

Category 1:

- Replace stolen and damaged bollards needed to restrict access and parking in the cemetery (\$8,000 - \$10,000)
- Repair 4 previously restored markers that have recently been vandalized (\$2000 - \$4000)
- Elevate and reset the stone gutters adjacent to the recently resurfaced access drives to minimize the potential for people tripping (\$10,000 - \$15,000)
- Install a stone gutter along the east side of the eastern access drive to control drainage onto adjacent gravesites (\$6,000 - \$8,000)

Total Cost for Category 1 - \$26,000 - \$37,000

Category 2:

- Reconstruct rock walls as detailed in the construction specifications developed by David Swanson, ASLA (\$150,000 - \$250,000)
- Complete marker restoration of priority 2 and 3 markers as detailed in the marker restoration study by Stone Faces, Inc. (\$80,000 - \$120,000)
- Repair plot boundary curbing and walls (\$15,000 - \$20,000)
- Repair plot boundary wrought iron fences (\$30,000 - \$40,000)
- Install pedestrian level light fixtures consistent with existing University lighting (\$50,000 - \$100,000)
- Install supplemental landscaping around cemetery perimeter (\$40,000 - \$60,000)
- Comprehensive turf renovation/sodding (\$40,000 - \$60,000)

Total cost for category 2 projects: \$405,000 - \$650,000

Category 3:

- Undertake non-invasive subsurface investigations to map unmarked graves in the eastern sections of the cemetery
- Design and install additional signage providing information about the cemetery's history
- Construct a memorial marker or monument to recognize unmarked internments

On July 1, 2001 the Town's Capital Improvement Program Cemetery Beautification account will have a balance of \$2X,XXX. I recommend that we utilize these funds to cover the costs of the category 1 projects outlined above in the order listed. If actual costs do not permit completion of all of these improvements, I recommend that future funding be used to complete the category 1 projects prior to beginning work on category 2 projects. Unfortunately, the repair work that is included in category 1 type improvements is generally unforeseen and similar repair type projects are likely to be needed in future years. As a result it is difficult to determine when work is likely to begin on the category 2 projects.

In recent years annual the Town's Capital Improvements Program allocations have averaged around \$10,000. At this level of funding, it appears likely that other sources of revenue will be needed to make substantive headway with the category 2 projects. Similarly, I would anticipate that funding for category 3 improvements may need to come from other sources. It is possible that additional grants may be available from the State Department of Archives and I believe that the Chapel Hill Historical Society may be willing to contribute some funds for specific projects. At this time, however, it appears unlikely that either of these sources could provide the size contribution needed to complete the rock wall repair project or other large category 2 projects listed.

Contributions from individuals and foundations may also be possible including the families of people interred in the cemetery, University alumni, and possibly the University itself. The prominent location of the cemetery suggests that the University may have a particular interest in improvements, such as perimeter rock wall reconstruction and landscaping, which impact the adjacent campus. Individuals and organizations within the University may also have an interest in spearheading one or more of the category 3 projects because of the historical links between the University and the cemetery. From a cost efficiency perspective, University involvement in possible lighting improvements could save the Town a considerable amount of money because the Town does not have the resources to maintain decorative light fixtures and would need to pay a large premium to Duke Power Company to provide this service.

CONCLUSION

The Old Chapel Hill cemetery has undergone considerable change in the 14 years since the master plan was adopted, including improvements in ongoing maintenance and a number of capital improvement projects. Vandalism and the ongoing affects of age and wear on markers, walls, fences and even trees requires that resources continue to be made available to maintain and repair the improvements that have been made to date. In order to move ahead with most of the remaining projects outlined in the Old Chapel Hill Master Plan, it appears likely that new sources of revenue above and beyond the Town's Capital Improvements Program will need to be found.

Please let me know if you need any additional information.

AUGUST 19, 1991

CAPITAL IMPROVEMNT DATA 1987-1996

PROJECT CATEGORY: ENVIRONMENTAL IMPROVEMENTS
PROJECT TITLE: CEMETERY BEAUTIFICATION

D13+D14-@ B
@ Funds - Ex)

		D	F	H
	DESCRIPTION	1986-1987	1987-1988	1988-1989
13	APPROPRIATED	\$25,000.00	\$25,000.00	\$50,000.00
	CARRY-OVER		25,000.00	35,000.00
	TENTATIVE FUNDING SCHEDULE			
	ENCUMBRANCES:			
19	- MASTER PLAN	15,000.00		
	- LANDSCAPE DESIGN SERVICES			3,750.00
	- MARKER SURVEY/DIRECTORY			4,526.00
	- CONSULATATION SERVICES			
	- DRAINAGE IMPROVEMENTS			
	- SIDEWALK IMPROVEMENTS			2,849.00
	- BOLLARD REPLACEMENTS			
	- GAZEBO REPL./SHED IMPVS.			
	- IRRIGATION INSTALLATION			
	- FACILITY I.D. SIGNAGE			
	- FUND RAISING CAMPAIGN			
	- MARKER RESTORATION			
	- ROCK WALL IMPROVEMENTS			
	- TURF RENOVATION			
	- LANDSCAPE IMPROVEMENTS			
	- WROUGHT IRON FENCE REST.			
	- DRIVE RESURFACING			
36	- LIGHTING INSTALLATION			
	EXPENDITURES:			
39	- MASTER PLAN		15,000.00	
	- LANDSCAPE DESIGN SERVICES			1,827.00
	- MARKER SURVEY/DIRECTORY			2,886.00
	- CONSULATATION SERVICES			
	- DRAINAGE IMPROVEMENTS			
	- SIDEWALK IMPROVEMENTS			2,849.00
	- BOLLARD REPLACEMENTS			
	- GAZEBO REPL./SHED IMPVS.			
	- IRRIGATION INSTALLATION			
	- FACILITY I.D. SIGNAGE			
	- FUND RAISING CAMPAIGN			
	- MARKER RESTORATION			
	- ROCK WALL IMPROVEMENTS			
	- TURF RENOVATION			
	- LANDSCAPE IMPROVEMENTS			
	- WROUGHT IRON FENCE REST.			
	- DRIVE RESURFACING			
56	- LIGHTING INSTALLATION			
58	ENCUMBRANCES LIQUIDATED			1,000
60	BALANCE:	\$10,000.00	\$35,000.00	\$73,875.00

A-ENC 1

A+C-ENC+58 74

39. 056 + 058
enditures

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2

[illegible]

875

CIP PROJECT SCHEDULE AND STATUS REPORT FOR FY 1990-91

REPORT PERIOD ENDING: AUGUST 31, 1991

RESPONSIBLE PARTY: B. HEFLIN

PROJECT(S): LANDSCAPE DESIGN SERVICES

START A&E: AUGUST 1989
 FINISH A&E: DECEMBER 1989
 ADVERTISE FOR BIDS: N.A.
 LET CONTRACT: AUGUST 1989
 COMPLETE PROJECT: DECEMBER 1989

BUDGET: \$3750
 ECUMBERED/EXPENDED: 1827
 BALANCE: \$1923
 COMMENTS:

SCHEDULE	FIRST QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
SCHEDULE	SECOND QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
SCHEDULE	THIRD QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
SCHEDULE	FOURTH QUARTER ACTUAL/CURRENT PROJ.	COMMENTS

DAVID SWANSON, ASLA
LANDSCAPE ARCHITECT
310-1/2 West Franklin Street
Chapel Hill, North Carolina 27516
(919) 967-3355

January 28, 1989

Mr. Richard Terrell,
General Services Division
Dept. of Public Works
Town of Chapel Hill
306 N. Columbia Street
Chapel Hill, NC 27516

Thur. 7:45
Directory
J.P.

Re: Proposal for Landscape Architectural
Services for the Old Chapel Hill Cemetery
George David-confirm

Dear Richard:

Thank you for asking me to submit this proposal for consulting services. The objective for these services is to provide plans and specifications which will be suitable to solicit bids from qualified contractors necessary to complete the work as outlined below. I will be happy to provide the services necessary as outlined in this Scope of Work which will assist your department in implementing the projects to improve and rennovate the cemetary grounds.

Scope of Work

Objective 1. Develop a construction schedule/flow diagram which will begin to sequence the construction activities and coordinate the work.

End products generated as a result of this objective will be:
A project organization chart and Critical Path construction schedule.

Objective 2. Prepare working drawings including required plans and details and specifications in a bid package format for the following improvements:

- a. Drainage improvements. This will primarily include the design and detailing of the stone gutters and also include necessary design of catch basins and subsurface drainage.
- b. Repairs and renovations to the existing stone walls. This project will improve the existing poor condition walls by repair and reconstruction of stone work. This will be accomplished by details and specifications. Plans will be used to determine the quantities of the poorer condition stone walls.
- c. Construction of new stone walls and curbs. This project will design, locate and detail the construction of new walls as outlined in the Master Plan such as along the western boundary

Landscape Architecture - Planning - Design

- d. Repairs and restoration of existing grave markers. The intent of this project will be to repair existing grave markers. The specifications will describe the process to be utilized and detail the procedures to be followed, ie. type of solvents to use in cleaning and how the different stone types should be cleaned. It is suggested that the Marker Inventory (see proposal) be completed before the project is put out to bid to enable a complete estimate of all work.
- e. Improvements to surfacing and edging of pedestrian walkways. The purpose of the plans, details and specifications will be to enable the contractor or the Town to complete the work as described in th Master Plan.
- f. Facility identification signage. The project will consist of the design and detailing for the pedestrian plaque sign elements and the large rock sign (may include assisting in locating the rock if desired).

End products generated as a result of this objective will be:

- a. A set of plans broken out into the various phases and elements of improvements. These plans will be drawn on separate sheets for each trade/work type which will enable specialty contractors to bid separately for their particular project.
- b. Specifications for each project with a written description of the type and quality of work which is expected to be performed and a description of details to be provided . It is not intended that a complete set of general specifications will be included in this package.
- c, Preparation of bid documents and evaluation forms to enable the Town select the best qualified contractor/tradesmen.

Notes:

1. The intent of the plans and the specifications are to communicate to contractors and/or tradesmen what needs to be accomplished to complete a given task. Many of the decisions will have to be handled on site and these documents should serve as a guide to enable a decision to be made, however, these documents should not be designed to be interpreted exactly literally. Because much of this work is specialty work and involves restoration of significant historical features, the consultant may wish to have them reviewed by the N.C. State Dept. of Cultural Resources for guidance.
2. The preparation of plans and specifications for the structures (Gazebo and Shed) will be submitted at a later time once a full determination is made of the scope of work for the improvements. The scope of work does not include the design and detailing for the new curbs unless so desired. ✓
3. The design of the irrigation system will be designed by others, however it is suggested that the consultant be retained on an hourly basis to review the irrigation plans to insure coordination. ✓

Objective 3. Provide On-Site Construction Observation Services during the course of construction to ensure in the best interest of the Town that all the work is being performed to the standards as described in the plans and specifications. The consultant will also facilitate a pre-construction conference.

End products generated as a result of this objective will be:

- a. A field notebook and field set of working drawings of observations noted.
- b. A construction observation report for each site visit outlining progress and reporting on the activity. This will include a written description to the contractors if work is not being performed to the specified standards outlining the corrective measures which should be taken.

Terms and Conditions:
Professional Fee Schedule

1.	Preparation of plans, specifications and other bidding documents (Objective 2):		
a.	Drainage improvements2 hrs.	90.
b.	Repairs to existing walls	...12 hrs.	540.
c.	Construction of new stone walls3 hrs.	135.
d.	Restoration of Grave Markers	...14 hrs.	630.
e.	Sidewalk Improvements1 hr.	45.
f.	Signage Features5 hrs.	225.
	Subtotal	...35 hrs.	<u>1,665.</u>

2.	Construction Observation Services (Objective 3):		
	For the purpose of this proposal, it is assumed that each of the construction elements will require a minimum of three trips during the course of construction, each lasting approx. one hour.		
	1. One On site preconstruction conference.		
	2. One Mid construction progress inspection and follow up.		
	3. One Post construction, project close out and final walkthrough for punch list items.		
	Two hours for each project will be allocated for administrative duties and report documentation.		
	18 hours On Site Meeting and Construction Observation		810.
	12 hours Report Documentation		540.
	Subtotal	30 hrs.	<u>1,350.</u>
	Total		<u>3,015.</u>

Additional services as may be requested will be billed on an hourly rate of \$45./hr.

✓ In addition, standard reimbursable expenses including travel, reproduction costs, postage and long distance calls made on behalf of the projects will be billed at cost.

Should this proposal meet with you approval, please let me know in writing and I will prepare a standard contract for the Town's authorization. Thank you and I look foward to continuing our relationship on this project.

Sincerly yours,

David Swanson ASLA
Landscape Architect.

**TOWN OF CHAPEL HILL
NORTH CAROLINA**

Date 04 AUG 1989

SHIP T O	PUBLIC WORKS 1099 AIRPORT ROAD CHAPEL HILL NC 27516 ATTN: RICHARD TERRELL Dept. PW Div. GEN. SERV.
	V E N D O R
No. 8697 SWANSON AND ASSOCIATES 431 W. FRANKLIN STREET SUITE 13 CHAPEL HILL NC 27514	

PURCHASE ORDER NO. **02576**

Req. No. JULY 54 Contract No. _____

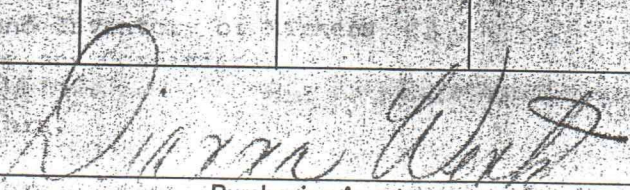
Account No. 664108204 Amount 8276.00

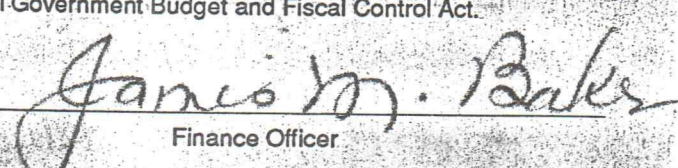
JOB NAME CHapel Hill Cemetery

JOB NUMBER _____

DESCRIPTION	QTY/UNIT	UNIT PRICE	TOTAL PRICE
PROFESSIONAL SERVICES FOR PREPARATION OF PLANS, SPECIFICATIONS, BIDDING DOCUMENTS AND CONSTRUCTION OBSERVATION SERVICES TO AGREEMENT DATED 3/17/89, \$3,750.00. PROFESSIONAL SERVICES FOR A CEMETERY DIRECTORY PURSUANT TO AGREEMENT DATED 3/17/89, \$4,526.00.			8276.00
REF. BID #90-03			
By <u>SWANSON AND ASSOCIATES</u> Prepare and Construct Walls Construction of New Stone Walls Sidewalk Improvements Subtotal to date <u>1700.00</u> Variable Expenses: Travel 5 trips at .25/mi + 25 mi <u>6.25</u> Teller's <u>2</u> at 8.00 <u>16.00</u> Photocopies <u>75</u> at .10 <u>7.50</u> Professional Liability Insurance <u>500.00</u> Subtotal to date <u>1729.75</u> TOTAL AMOUNT: <u>8276.00</u>			

Date	Liquidated	Balance
8-4	1950.75	6325.25
12-27	2762.25	3563.00
Total Amount Due:		


 Purchasing Agent


 Finance Officer

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

DEPARTMENT

OK to pay Richard E. Terrell

OK FOR PAYMENT

DATE: 8-4-89
BY: RET/MB
P.O. #: 02576

**SWANSON AND ASSOCIATES
LANDSCAPE ARCHITECTS**

The Courtyard . Suite 13
431 West Franklin Street
Chapel Hill, NC 27516
(919) 967-3355

STATEMENT

TO: Town of Chapel Hill JOB NAME: Old Chapel Hill Cemetery
306 N. Columbia Street JOB NUMBER: _____
Chapel Hill, NC 27514 PROJECT: Preparation of Specifications
and Directory
ATTN: Mr. Richard Terrell, Gen Services Div. DATE: July 19, 1989

Professional Services:

Landscape Architectural Services including:

- I. Preparations of Plans and Specifications for Improvements to the
Old Chapel Hill Cemetery: (Meeting Objective 2 of the Terms and Conditions)

Drainage Improvements	1 hr.
Repairs to Existing Walls	10 hrs.
Construction of New Stone Walls	3 hrs.
Sidewalk Improvements	1 hr.

Subtotal to date 15 hrs. (Approx. 43%) 675.00

Reimbursable Expenses:

Travel 5 trips at .25/mi - 25 mi.	6.25
Mylar Base 2 at 8.00	16.00
Photocopies 75 at .10	7.50
Professional Liab. Insurance	500.00

Subtotal to date (Approx. .72%) 529.75

Total \$1,204.75

II. Master Survey and Directory

Preparation of Cemetery Directory and Inventory of Markers
(Meeting Part I and II. of the Terms and Conditions)

Preparation of Directory 18 hrs.

Subtotal to date 18 hrs. (Approx. 18%) 720.00

Reimbursable Expenses (see Attached) 26.00

Total Amount Due: \$1,950.75

Total 746.00

OK FOR PAYMENT
DATE: 1-24-90
BY: MHB
P.O. #: 02576

SWANSON AND ASSOCIATES
LANDSCAPE ARCHITECTS
The Courtyard, Suite 13
431 West Franklin Street
Chapel Hill, NC 27516
(919) 967-3355

STATEMENT

TO: Town of Chapel Hill JOB NAME: Old Chapel Hill Cemetery
306 No. Columbia St. JOB NUMBER: _____
Chapel Hill, NC 27514 PROJECT: Directory/Preparation of Plans
ATTN: Richard Terrell, Gen. Services Div. DATE: December 27, 1989

Professional Services:

Landscape Architectural Services including the following:

- I. Preparation of plans and specifications for improvements to the Old Chapel Hill Cemetery (meeting Objective 2 of the Terms and Conditions):

Drainage improvements	1 hr	
Repairs to existing walls	2 hr	
Restoration of grave markers	9 hr	
Subtotal to Date:	12 hr	\$ 545.00

Reimbursable Expenses:

Travel (15 trips @ .25/mi)	\$18.75	
Mylar base (2 @ \$8)	16.00	
Photocopies (425 @ .10)	42.50	
Subtotal to Date:	\$77.25	77.25
		\$ 622.25

II. Master Survey and Director:

Preparation of cemetery directory and inventory of markers (meeting Parts I & II of the Terms and Conditions):

Preparation of directory	47 hr	
Subtotal to Date:	65 hr.	\$1,880.00

Reimbursable Expenses:

2 mylars @ \$30	\$60.00	
Copies/printing	200.00	
Subtotal to Date:	\$260.00	260.00

Total Amount Due:	\$2,762.25	\$2,140.00
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\$2,762.25

OK TS

66-410-8204

**TOWN OF CHAPEL HILL
NORTH CAROLINA**

Date 20 MAR 1991

SHIP TO	PUBLIC WORKS 1099 AIRPORT ROAD CHAPEL HILL NC 27516 ATTN: T SMITH Dept. <u>pl</u> Div. <u>GS</u>	
	No. <u>8697</u> SWANSON AND ASSOCIATES 431 W. FRANKLIN STREET SUITE 13 CHAPEL HILL NC 27514	
VENDOR		

PURCHASE ORDER NO. **06845**

Req. No. MARCH 5

Contract No. _____

Account No. 664108273

Amount 675.00

DESCRIPTION	QTY/UNIT	UNIT PRICE	TOTAL PRICE
CONSULTATION AND ASSISTANCE FOR CAPITAL IMPROVEMENTS TO OLD CHAPEL HILL CEMETERY	15/HOURS	45.00	675.00
REFERENCE BID#: A&E 90-003			
TOTAL AMOUNT:			675.00

to	Liquidated	Balance
33	202.50	472.50
Authorization by		

Diana Worth
Purchasing Agent

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

James M. Baker
Finance Officer

DEPARTMENT

SWANSON AND ASSOCIATES
LANDSCAPE ARCHITECTS

The Courtyard, Suite 13
431 West Franklin Street
Chapel Hill, North Carolina 27516
(919) 967-3355

STATEMENT

TO: Public Works Department JOB NAME: Old Chapel Hill Cemetery
Town of Chapel Hill 306 N. Columbia St. JOB NUMBER: P.O. # 06845
Chapel Hill, NC 27514 PROJECT: Consultation/Capital Improvements
ATTN.: Mr. Tim Smith DATE: April 23, 1991

Professional Services:

Ref. Purchase Order # 06845
Ref. Bid # A&E 90-003

Consultation and Assistance for Capital Improvements to the Old Chapel Hill Cemetery. Services Included:

Review Meeting to discuss scope of work and general improvements. Included meeting with Boy Scouts to discuss Wall Imp'vts.	1 hour @ \$45/hr	\$ 45.00
Meeting with Mr. John Sanders (Dir. of the Institute of Government) Date: March 14, 1991 Meeting: To discuss the improvements to the Di Phi Grave Site and review the overall plans for the Cemetery.	2 hour @ \$45/hr	\$ 90.00
Meeting with Curtis Brooks, Urban Forester Date: March 18, 1991 Meeting: To discuss the removal of the Maple tree and planting of other trees.	1.5 hrs @ \$45/hr	67.50

Budgeted Amount: 15.0 hours	\$ 675.00
Spent to Date: 4.5 hours	\$ 202.50
Remaining: 10.5 hours	\$ 472.50

OK FOR PAYMENT

DATE: 04-25-91

BY: BET

P.O. #: 06845

106-410-8273

Total Amount Due: \$ 202.50

SWANSON AND ASSOCIATES
LANDSCAPE ARCHITECTS

The Courtyard, Suite 13
431 West Franklin Street
Chapel Hill, North Carolina 27516
(919) 967-3355

STATEMENT

TO: Town of Chapel Hill JOB NAME: Old Chapel Hill Cemetery
306 N. Columbia Street JOB NUMBER: _____
Chapel Hill, NC 27514 PROJECT: Preparations of Specifications and Directory
ATTN.: Mr. Tim Smith, Mr. Richard Terrell, Pub. Wrks. DATE: October 3, 1991

Professional Services:

Landscape Architectural Services including:

I. Preparations of Plan and Specifications for Improvements to the Old Chapel Hill Cemetery:
(Meeting Objective 2 of the Terms and Conditions)

Signage Feature	5 hours	\$ 225.00
Const. Observation Service	6 hours	\$ 260.00

(Note: 48% billed to date - Remaining in Construction Observation and
Grave Marker Specs and Documentation)

Reimbursable Expenses:

Postage	\$ 35.00
Phone	15.00
Reproduction	
Blueprints	10.00
Copies	10.00

II. Master Survey and Directory: (Meeting Part I. and II. Of the Terms and Conditions)

Inventory	\$ 390.00
Cemetery Directory Map	\$ 200.00

(Note: 76% billed to date - Remaining in Photo Documentation)

O.K. T.S.

66-410-8273

Total Amount Due: \$ 1,085.00

Reimbursable Expenses for Preparation of Directory:

Diskettes for Computer	4 at 4.00	16.00
Copies	250 at .04	10.00
Subtotal to date	(Approx. 5%)	26.00

CIP PROJECT SCHEDULE AND STATUS REPORT FOR FY 1990-91

REPORT PERIOD ENDING: AUGUST 31, 1991

RESPONSIBLE PARTY: B. HEFLIN

PROJECT(S): GAZEBO REPLACEMENT / SHED ROOF REPLACEMENT

START A&E: SEPTEMBER 1989

BUDGET: \$22,300 (REVISED 12-90)

FINISH A&E: SEPTEMBER 1989

ENCUMBERED/EXPENDED: 25,009 (A&E - 600)

ADVERTISE FOR BIDS: DECEMBER 1989

BALANCE: \$ -2,709

LET CONTRACT: OCTOBER 1990

COMMENTS:

COMPLETE PROJECT: NOVEMBER 1990

SCHEDULE	FIRST QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
JULY - SOLICIT ADDITIONAL QUOTES	AUG. - RECEIVED ONE FROM BROOKS & SONS CONST. FOR \$43,916. SEPT. - SCHEDULED INSTALLATION OF FOUNDATION - ORDERED LUMBER - REQUESTED QUOTES FOR FRAMING AND INSTALLATION OF ROOF	ELECTED TO SERVE AS GENERAL CONTRACTOR AND REQUISITION DIRECTLY FOR NEEDED SERVICES (FRAMING, ROOFING, ETC.)
SCHEDULE	SECOND QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
OCT. - START CONSTRUCTION	DEC. - 80% COMPLETED	
NOV. - COMPLETE PROJECT	JAN. - COMPLETE PROJECT	
SCHEDULE	THIRD QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
	JAN. - PROJECT COMPLETED	
SCHEDULE	FOURTH QUARTER ACTUAL/CURRENT PROJ.	COMMENTS

**TOWN OF CHAPEL HILL
NORTH CAROLINA**

Date 15 AUG 1989

S H I P T O	PUBLIC WORKS 1099 AIRPORT ROAD CHAPEL HILL NC 27516 ATTN: TIM SMITH	
	Dept. PW	Div.
V E N D O R	No. 8678 MICHAEL HINING, AIA P.O. BOX 2504 CHAPEL HILL NC 27515-2504	

PURCHASE ORDER NO. **02641**

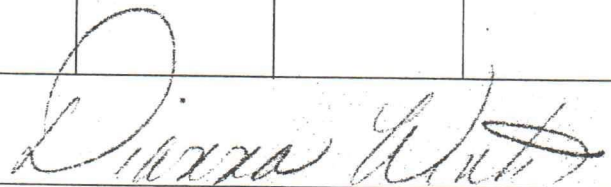
Req. No. AUGUST 25 Contract No. _____

Account No. 664108204 Amount 500.00

DESCRIPTION	QTY/UNIT	UNIT PRICE	TOTAL PRICE
COST FOR DESIGN OF GAZEBO AT OLD CHAPEL HILL CEMETERY.D			500.00
TOTAL AMOUNT:			500.00

YELLOW SENT UP

Date	Liquidated	Balance
9-28-89	\$500.00	- 0 -


Purchasing Agent

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.


Finance Officer

DEPARTMENT

**TOWN OF CHAPEL HILL
NORTH CAROLINA**

Date 02 MAY 1990

SHIP TO	PUBLIC WORKS 1099 AIRPORT ROAD CHAPEL HILL NC 27516 ATTN: GAYLE CLAYTON Dept. PW Div. GEN. SERV.
	VENDOR No. 8678 MICHAEL HINING, AIA P.O. BOX 2504 CHAPEL HILL NC 27515-2504

PURCHASE ORDER NO. **04326**

Req. No. APRIL 27 Contract No. _____
Account No. 664108204 Amount 200.00

DESCRIPTION	QTY/UNIT	UNIT PRICE	TOTAL PRICE
<p>3 CONSTRUCTION ADMINISTRATION - 1. PRE-CONSTRUCTION. DURING CONSTRUCTION. FINAL FOR GAZEBO CONSTRUCTION AT OLD CHAPEL HILL CEMETERY.</p> <p align="center">Roof - 7,055</p>	5/HRS.	40.00	<u>200.00</u>
TOTAL AMOUNT:			200.00

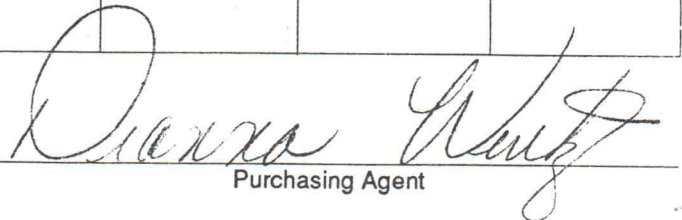
Received by _____

Date _____

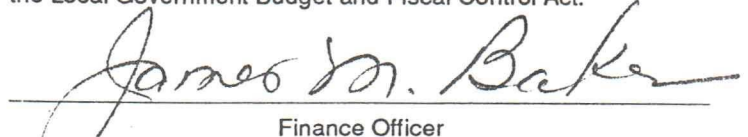
Payment authorization by _____

Date _____

Attachments: Invoice ☐ Packing slip ☐


Purchasing Agent

This instrument has been preaudited in the manner required by
the Local Government Budget and Fiscal Control Act.


Finance Officer

RECEIVING

**TOWN OF CHAPEL HILL
NORTH CAROLINA**

Date 27 NOV 1990

SHIP TO	PUBLIC WORKS 1099 AIRPORT ROAD CHAPEL HILL NC 27516 ATTN: T SMITH Dept. <u>DN</u> Div. <u>GS</u>
	VENDOR
No. <u>9592</u> BAROKE BUILDERS ROUTE 3 BOX 419 PITTSBORO NC 27312 ATTN: DAVID TOMPKINS	

PURCHASE ORDER NO. **06264**

Req. No. NOV 21

Contract No. _____

Account No.

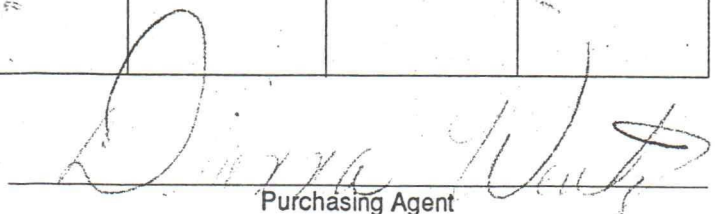
Amount

664108273

7600.00

DESCRIPTION	QTY/UNIT	UNIT PRICE	TOTAL PRICE
CARPENTRY WORK PER ATTACHED PROPOSAL REFERENCE BIDD# Q91-040			7600.00
TOTAL AMOUNT:			7600.00

Date	Liquidated	Balance
12-18	3800.00	3800.00
12-18	382.50	3417.50
1-10	3800.00	- 382.50
1-16	Closed	


Purchasing Agent

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.


Finance Officer

DEPARTMENT

☐ Check Disbursement
☐ Increase a Purchase Order
☐ Order Confirmation or Partial Payments

TOWN OF Chapel Hill

V #
 I #
 PO #
 Office Use On

Date: 11-28-90 Req. #: Account #: 76-410-8245 Department: P.W. Division: GS.

SHIP TO ADDRESS

I hereby certify that the supplies specified in this requisition are absolutely necessary for use in this department

T-S.

Requisitioner

Approved:

ATTN:

Department Head

VENDOR #

Comments: Directions from Durham

SOURCE: (1-800-845-0001)

take 15-501 to Hwy. 54 W

Adams Products

(Raleigh Rd.) Cemetery is

P.O. Box 2655

across the street from

Durham N.C. 27705

(Carmichael audit.) Call

ATTN: David McQueen

Tim at 968-2796 when ready.

DESCRIPTION

QTY/UNIT PRICE TOTAL

1 cube 8" corner blocks

cube 101.70 101.70

1 cube 8" regular blocks

91.80 91.80

Pileury charge to Old Chapel Hill Cemetery

40.00

Pallet deposit

10.00

Complete
 11/28/90
 JWS

Shipping (if applicable)

Supporting documentations & Copies Attached: _____

Office Use Only

Subtotal

243.50

Tax - 3% State

Tax - 2% Local

Purchasing Department

Checked by (if applicable): _____

Total

**TOWN OF CHAPEL HILL
NORTH CAROLINA**

Date 05 DEC 1990

SHIP TO	PUBLIC WORKS 1099 AIRPORT ROAD CHAPEL HILL NC 27516 ATTN: T SMITH Dept. <u>DW</u> Div. <u>GS</u>		
	VENDOR No. <u>9596</u> GOINS BUILDING COMPANY INC. P.O. BOX 51143 RALEIGH NC 27609 ATTN: MR. GOINS		

PURCHASE ORDER NO. **06282**

Req. No. NOV 27 Contract No. _____

Account No. 664108273 Amount 8518.00
~~6224.00~~

DESCRIPTION	QTY/UNIT	UNIT PRICE	TOTAL PRICE
GRAFTSMEN SERIES METAL ROOF SYSTEM FOR GAZEBO AND SMALL STORAGE BUILDING AT THE OLD CHAPEL HILL CEMETERY TO CONFORM TO THE SPECS AS DRAWN BY MIKE HINING REFERENCE BID# 091-041			6224.00 8518.00
TOTAL AMOUNT:			6224.00 8518.00

~~VOID~~

*not voided
P.O. increased
to 8,518.00*

Date	Liquidated	Balance
1-9	4,418.62	4,418.38
1-9	6,840.62	
2-1	Closed	

Dennis West
Purchasing Agent

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

James M. Baker
Finance Officer

DEPARTMENT

INVOICE

GOINS BUILDING CO., INC.

PH. 819-848-4225
202 W. MILLBROOK RD.
P.O. BOX 51143
RALEIGH, NC 27609

1186

DATE

JANUARY 9, 1991
CUSTOMER ORDER NO.

SALESPERSON

VIA

Public Works - Chapel Hill

306 N. Columbia St.

Chapel Hill, N. C. 27514

TERMS

A/Hu Tim Smith

QUANTITY

DESCRIPTION

PRICE

AMOUNT

For: Architectural Slim. Seam Roof - Color - Leaf Green

Materials for Gazebo & Storage Building

We can leave materials on job site, but in fear of
theft, we prefer to have materials on our trailer.

CONTRACT AMOUNT.....6,840.62

Amount Due upon arrival of materials.....4,418.62

to be paid
O.K. T.S.
66-410-8273

INVOICE

GOINS BUILDING CO., INC.

PH. 819-848-4225
202 W. MILLBROOK RD. BOX 6604 Sax Forks Rd, Suite 201
P.O. BOX 51143 Raleigh, N.C. 27615
RALEIGH, NC 27609

1187

DATE

JANUARY 9, 1991
CUSTOMER ORDER NO.

SALESPERSON

VIA

Public Works - Chapel Hill

306 N. Columbia St.

Chapel Hill, North Carolina
27514

TERMS

A/Hu - Tim Smith

QUANTITY

DESCRIPTION

PRICE

AMOUNT

Sales Tax on Materials for Gazebo & Storage Bldg.

Metal Roof System

Invoice # 1186

214.88

MICHAEL J. HINING, AIA



INVOICE FOR ARCHITECTURAL SERVICES

PROJECT: Gazebo - Old Chapel Hill Cemetery
Town of Chapel Hill

DATE: January 31, 1991

INVOICE NO: one (final)

TO: Mr. Tim Smith
Town of Chapel Hill
1099 Airport Road

PROJECT NO:

In accordance with the Owner-Architect Agreement dated April 27, 1990, there is due at this time for architectural services and reimbursable items on the above project, for the period ending January 31, 1991, the sum of two hundred and no/100 dollars (\$200.00).

The above amount shall become due and payable fourteen (14) days from the date hereof.

Interest on overdue accounts shall accrue at one and one-half percent (1.5%) per month.

The present status of the account is as follows:

Final invoice on Purchase Order No. 04326

Total Contract Amount: \$200.00

100% complete

AMOUNT NOW DUE: \$200.00

O.K. Tim Smith
66-410-8204

Submitted by: Michael J. Hining, AIA

THANK YOU!

Kenneth Trivette /for

038

002

0.0		
0.0	bo stora	
0.0		
500.00 +	Ve	
200.00 +	Re	
2,290.00 +	Mik	
7,982.50 +	"	
150.00 +	"	
8,518.00 +	"	
1,677.00 +	"	
243.50 +	"	
32.70 +		
19.54 +	Tarhe	
170.41 +	"	
19.48 +	"	
21.58 +	"	
18.89 +	Bar	
78.49 +	"	
53.21 +		
14.98 +	car	
44.54 +	"	
649.55 +		
77.11 +	.00	
16.59 +	.88	
43.05 +		
128.63 +	3.88	
19.46 +		031
19.90 +		
616.00 +	-	
23.87 +		
26.46 +		
36.76 +		
224.72 +		
337.43 +		
204.38 +		
63.00 +		
17.30 +		
297.50 +	lowes	
225.70 +	"	
101.75 +		
10.32 +	Fitch	
25,174.30 *	lowes	
0.0	lowes	
25,174.00 +	lowes	
164.87 -	lowes	

396.50 +		
33.18 +		
169.44 +		
21.20 +		
20.00 +	ec	0.0
21.45 +		
19.48 +		
23.40 +	L.	396.50
18.95 +		500.00
16.59 +	5.	200.00
14.80 +		2,702.00
20.49 +	1.0	7,982.50
3.72 +	.0	150.00
78.49 +		8,518.00
337.43 +	0	1,677.00
53.21 +		
44.54 +	008	22,126.00
43.05 +		
26.46 +	2 P.O. Expenditures	
63.00 +		
10.32 +	2	
73.44 +		
618.62 +		
194.65 +	50	
122.50 +		
35.96 +		
17.00 +	5	
214.00 +		
297.50 +	5	
101.75 +		
23.20 +	00	
3,134.32	*10 ✓	
3,134.32	-38	
0.0	8 ✓	
3,134.32 +		
39.30 -		
37.14 -	✓	
3,057.88 *		
Blanket Expenditures	33.18 ✓	
All FY 90-91		
	Post base ✓	
21.58 ✓		
18.89 ✓		
-78.49 ✓		

C.I.P. Gazebo storage shed Project tracking

	Date	Vendor	Amt.	Remarks
	+ 11-90	Ready Mix	-396.50	Concrete
ENC.	8-89	Mike Hining	500.00	A/E
EXP.	9-89	" "	-500.00 ✓	" "
ENC.	5-90	" "	200.00	Const Admin
EXP.	1-91	" "	-200.00 ✓	" "
Enc.	10-90	Tarheel Wd	2702.25	wood
Exp	1-91	" "	-2,290	" "
	12-90	" "	-2702.25 ✓	credit
ENC.	12-90	Baroke	+412 76.00.	contract
EXP	12-90	"	-7,982.50 ✓	
-ENC.	3-91	Baroke	150.00	Add ENC.
EXP	4-91	"	-150.00 ✓	
ENC.	12-90	Goins	6224.00	
-ENC.	12-90	Goins	2294.00	
EP	2-91	"	-8518.00 ✓	
+ENC.	2-91	Goins	1677.38	
EXP	4-91	"	-1677.38 ✓	
ENC.	11-90	Adams	243.50 ✓	
EXP.	12-90	"	-243.50	
	11-90	lowes	- 32.70 ✓	33.18 ✓
	12-90	"	19.54 ✓	
	12-90	Fitch	-169.44	Post base ✓
	12-90	lowes	19.48 ✓	
	" "	lowes	21.58 ✓	
	" "	lowes	18.89 ✓	
	12-90	lowes	-78.49 ✓	

Date	Vendor	Amt.	Remarks
12-90	y & H	-53.21 ✓	
" "	Horans	- 14.80 14.80 ✓	
" "	y & H	-44.54 ✓	
12-90	Fitch	- 649.55 618.62 ✓	
"	"	- 77.11 73.44 ✓	
"	Fitch	+ 48.07 39.96 credit ✓	
"	Horans	-16.59 ✓	
"	y & H	-43.05 ✓	
"	Fitch	- 128.63 122.50 ✓	
"	Horans	- 19.46 20.49 ✓	48.07

22,126.00
 3,057.88
25,183.88

K&C	- 14.50 23.40 ✓	78.31
Storybrook	-616.00 ✓	38.49
K&C	- 288.87 18.95 ✓	164.87
y & H	-26.46 ✓	
Fitch	- 36.76 35.96 ✓	
Fitch	- 224.72 211.02 ✓	
Howes	-337.43 ✓	
Fitch	- 204.38 194.65 ✓	
A.R.	-63. ✓	
"	Fitch	-17.00 ✓
"	Fitch	-297.50 ✓
"	Fitch	+27.86 ←
1-91	"	-225.70 ←
"	"	-101.75 ✓
"	"	-10.32 ✓
Fitch	+78.31 Credit ←	
Fitch	38.49 37.14 Credit ✓	
	26,913 25,009	

CIP PROJECT SCHEDULE AND STATUS REPORT FOR FY 1990-91

REPORT PERIOD ENDING: AUGUST 31, 1991

RESPONSIBLE PARTY: B. HEFLIN

PROJECT(S): IRRIGATION SYSTEM AT OLD CHAPEL HILL CEMETERY

START A&E: NOVEMBER 1989

FINISH A&E: MAY 1990

ADVERTISE FOR BIDS: JUNE 1990

LET CONTRACT: OCTOBER 1990

COMPLETE PROJECT: JANUARY 1991

BUDGET: \$52,200(REVISED 11/90)

ENCUMBERED/EXPENDED: 47,571(500 A&E)

BALANCE: \$ 4,629

COMMENTS:

SCHEDULE	FIRST QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
JULY - READVERTISE FOR BIDS	JULY - RECEIVED TWO BIDS(RED MILL LAND - SCAPING \$65,000 AND TURF SERVICE \$41,800) RECOMMEND TURF SERVICE	AWAITING COUNCIL ACTION OCT. 9
SCHEDULE	SECOND QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
NOV. - START INSTALLATION	DEC. - INSTALLATION 80% COMPLETE	
SCHEDULE	THIRD QUARTER ACTUAL/CURRENT PROJ.	COMMENTS
JAN. - COMPLETE INSTALLATION	JAN. - TURF IRRIGATION COMPLETED	DRIP IRRIGATION COMPONENT TO BE INSTALLED AFTER LANDSCAPE IMPROVEMENTS.
SCHEDULE	FOURTH QUARTER ACTUAL/CURRENT PROJ.	COMMENTS

**TOWN OF CHAPEL HILL
NORTH CAROLINA**

Date 15 DEC 1989

PURCHASE ORDER NO. **03569**

Req. No. DEC 17

Contract No. _____

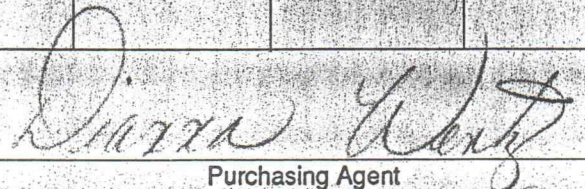
Account No. 664108273

Amount 500.00

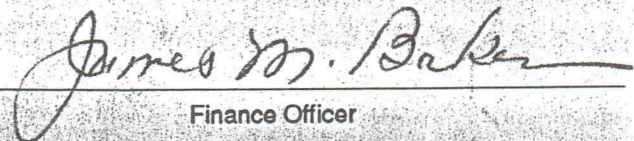
SHIP TO	PUBLIC WORKS 1099 AIRPORT ROAD CHAPEL HILL NC 27516 ATTN: G. CLAYTON		
	Dept. PW	Div.	GENERAL SER
VENDOR	No. 9169		
	SANDFORD TURF SUPPLY		
	2955 LEE AVENUE EXT.		
	PO BOX 2666 SANDFORD NC 27330		

DESCRIPTION	QTY/UNIT	UNIT PRICE	TOTAL PRICE
DESIGN AND SPECIFICATIONS FOR IRRIGATION SYSTEM FOR MUNICIPAL CEMETERIES CAPITAL PROJECT - NOT TO EXCEED			500.00
TOTAL AMOUNT:			500.00

Date	Liquidated	Balance
8-10	480.00	20.00 20.00
8-20	Closed	


Purchasing Agent

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.


Finance Officer

DEPARTMENT

**TOWN OF CHAPEL HILL
NORTH CAROLINA**

Date 13 OCT 1990

SHIP TO	PUBLIC WORKS 1099 AIRPORT ROAD CHAPEL HILL NC 27516 ATTN: T SMITH	
	Dept. <u>DW</u>	Div. <u>GS</u>
VENDOR	No. <u>2550</u>	
	TUFF SERVICES INCORPORATED 129 MANLEY AVENUE GREENBORO NC 27407 ATTN: RAY COMER	

PURCHASE ORDER NO. **06028**

Req. No. OCT 35 Contract No. _____
Account No. 664108204 Amount 41800.00

DESCRIPTION	QTY/UNIT	UNIT PRICE	TOTAL PRICE
IRRIGATION SYSTEM FOR OLD CHAPEL HILL CEMETERY REFERENCE BID#: P20-125			41800.00
TOTAL AMOUNT:			41800.00

Date	Liquidated	Balance
11-20	31,350.00	10,450.00
12-21	712.00	9,738.00
12-21	6270.00	3,468.00
		2,680

[Signature]
Purchasing Agent

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

James M. Baker
Finance Officer

DEPARTMENT

URF

S

ERVICE

I

NC.

125 Hanley Avenue • Greensboro, NC 27407 • (919) 854-0737
117 Woodwinds Industrial Court • Cary, NC 27511 • (919) 469-4977

November 14, 1990

Mr. Tim Smith
Town of Chapel Hill
Public Works
1099 Airport Rd.
Chapel Hill, NC 27516

Re: Additional Work - Irrigation of Cemetary

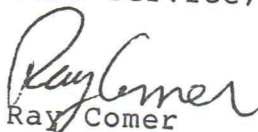
Dear Mr. Smith;

Turf Service, Inc. requests a change order for the following additional work.

- | | | |
|-----------------|--|-----------------|
| 1) | 1" Line to spigots
1000' PVC Pipe | \$300.00 |
| 2) | Two additional 2" electric valves to
accommodate change in water supply
(Two 1" meters as opposed to One 3"
meter originally specified)
Two 2" electric valves @ \$190.00 each | \$380.00 |
| 3) | 400' Wire | \$ 32.00 |
| Total Addition: | | <u>\$712.00</u> |

Please issue an additional change order for \$712.00.

Sincerely,
Turf Service, Inc.


Ray Comer

RC/bj

PW

OWASA

ORANGE WATER and SEWER AUTHORITY

P.O. Box 366 / Carrboro, North Carolina 27510
919-968-4421

December 7, 1990

Town of Chapel Hill
306 N. Columbia St.
Chapel Hill, NC 27514

FOR SERVICES RENDERED AS INDICATED BELOW:

Date	Job Number/Description	Amount
	To set an irrigation meter on Raleigh Road, your P.O. #06231	\$7,890.00
	Total Due:	\$7,890.00
<div>PLEASE APPROVE THANK YOU</div> <div>RECEIVED DEC 10 1990 Ans'd.....</div> <div>Charges past due after December 27, 1990.</div> <div>PLEASE RETURN ONE COPY OF THIS INVOICE WITH YOUR PAYMENT AND MAKE CHECKS PAYABLE TO OWASA.</div> <div>AN EQUAL OPPORTUNITY EMPLOYER</div>		

INVOICE #:7026

JOB INVOICE

DANIEL H. BRUCE & COMPANY
1112 WHITE CROSS ROAD
CHAPEL HILL, NC 27516
(919)929-0310, M-F, 8:00am-4:30pm
EXPERT ELECTRICAL CONTRACTING
WE ACCEPT VISA/MASTERCARD BY PHONE

DATE OF ORDER: 12/12/90
START DATE: 12-13-90
COMPLETION DATE: 12-14-90
COMPLETE: YES

BILL TO:

TOWN OF CHAPEL HILL-FINANCE DEPT.
306 N. COLUMBIA ST.
CHAPEL HILL, NC 27516
ATTN: ABIGALE

ORDER BY:
SERVICE #:294602
PHONE: 968-2824

JOB NAME: ELECTRICAL SERVIC
LOCATION: CHAPEL HILL CEMET
JOB PHONE: SAME

QTY	MATERIAL	UNIT	AMOUNT	DESCRIPTION OF WORK:
1	CH245 DP BRKR	24.48	24.48	INSTALL 60A SINGLE-PHASE
1	5/8"x8" GND ROD	10.32	10.32	120V SERVICE.
1	5/8" GRND ROD CLMP	6.00	6.00	
10'	#6 SOL CU GRND WIRE	.66	6.60	
10'	#6 THHN WIRE	.54	5.40	
1	3/4" THREADLESS CONN.	6.20	6.20	
1	3/4" BONDING BUSHING	7.54	7.54	MECHANIC COMMENTS:
1	3/4" PLASTIC BUSHING	.44	.44	
1	CH260 BRKR	27.94	27.94	
1	CH120 GFI BRKR	83.74	83.74	
20'	1/2 EMT CONDUIT	.32	6.40	
4	1/2" EMT CONNECTOR	.34	1.36	
1	1/2" EMT COUPLNG	.76	.76	
1	HANDY BX SGL RECPT. CVR	1.74	1.74	OTHER CHARGES:
2	16 IVORY RECPT. CVR	.76	1.52	NONE
40'	#12 THHN	.12	4.80	0.00
5	1/2" ONE-HOLE STRAP	.14	.70	
			TOTAL:	0.00

LABOR	HRS	RATE	AMT
02 12-13-90	2.5	45	112.50
02 12-14-90	4	45	180.00

LABOR: 292.50

TOTAL LABOR:	292.50
TOTAL MATERIALS:	195.94
SALES TAX:	9.80
TOTAL OTHER:	0.00

TOTAL NOW DUE: \$498.24

MATERIALS: 195.94
SALES TAX: 9.80

INVOICE DUE BEFORE: Thu, Dec 27, 1990

OUR INVOICES ARE DUE
UPON RECEIPT & BECOME PAST
DUE 10 DAYS FROM INVOICE DATE
INVOICE DATE: 12/17/90
1.5% SERVICE CHARGE ACCRUES
AFTER 30 DAYS PAST DUE FROM
INVOICE DATE.
PLEASE REFERENCE OUR
INVOICE #7026 WITH YOUR
PAYMENT!
THANK YOU FOR CALLING US!

RECEIVED
DEC 19 1990

Ans'd.....

PLEASE APPROVE
THANK YOU

766-A10-8273

5 YR PART & LABOR WARRANTY, BULBS EXCLUDED.



URF



ERVICE



NC.

129 Manley Avenue
Greensboro, NC 27407
(919) 854-0737

INVOICE

PAGE 1 of 1
INVOICE NO. 008840
INVOICE DATE 10-31-91

SOLD TO

Town of Chapel Hill
306 N. Columbia St.
Chapel Hill, NC 27516

CUST	WORK DATE	TERMS
00355	10-31-91	NET 10

QTY	DESCRIPTION	PRICE EACH	AMOUNT
1	Sprinkler System 100% Complete	41800.00	41800.00
1	Less Previous Payments	37620.00	-37620.00

PLEASE APPROVE
THANK YOU

RECEIVED
NOV 08 1991

Ans'd....P.H... TS.

66-410-8273

SUBTOTAL	4180.00
INVOICE TOTAL	4180.00

NOTES:

Purchase Order # 06028

ACCOUNTS DUE NET 10 DAYS
SERVICE CHARGE OF 1 1/2% WILL BE ADDED AFTER 30 DAYS.

THANK YOU - WE APPRECIATE YOUR BUSINESS

Irrigation System

Transaction	Date	Vendor	Amt.	Comments
ENC.	10-16-90	Turf Sucs.	-41,800	
EXP.	11-8-90	Scott Rental	✓ - 36.75	Saw rent
EXP.	11-12-90	" "	✓ - 84.00	" "
EXP.	11-6-90	A. R.	✓ - 10.49	blade
EXP.	11-17-90	OWASA.	-7,890	meters
EXP.	11-14-90	Turf Sucs.	-38,332	
EXP.	12-4-90	Wilkinson	✓ - 249.39	Hydrants
EXP.	12-17-90	Danny Bruce	- 488.44	
ENC.	12-89	Sanford Turf	500.	A&E
EXP.	8-90	Sanford Turf	-480.	
EC	12-90	Turf Suc.	-712	days order

$$\begin{array}{r}
 38,332 \\
 \underline{712} \\
 39,044
 \end{array}$$

ENCUMBERED 51,059

EXPENDED- 47,571.

48,283.

$$\begin{array}{r}
 51,059 \\
 \underline{712} \\
 51,771
 \end{array}$$

3488

$$\begin{array}{r}
 47,571 \\
 \underline{712} \\
 48,283
 \end{array}$$

FEBRUARY 4, 1992

CAPITAL IMPROVEMINT DATA 1987-1996

PROJECT CATEGORY: ENVIRONMENTAL IMPROVEMENTS

PROJECT TITLE: CEMETERY BEAUTIFICATION

■ - INDICATES COMPLETION

DESCRIPTION	1986-1987	1987-1988	1988-1989	1989-1990
APPROPRIATED	\$25,000.00	\$25,000.00	\$50,000.00	\$25,000.00
CARRY-OVER				
TENTATIVE FUNDING SCHEDULE				
ENCUMBRANCES:				
- MASTER PLAN				
- LANDSCAPE DESIGN SERVICES				
- MARKER SURVEY/DIRECTORY				
- CONSULTATION SERVICES				
- DRAINAGE IMPROVEMENTS				
- SIDEWALK IMPROVEMENTS				
- BOLLARD REPLACEMENTS				
- GAZEBO REPL./SHED IMPVS.				
- IRRIGATION INSTALLATION				
- FACILITY I.D. SIGNAGE				
- FUND RAISING CAMPAIGN				
- MARKER RESTORATION				
- ROCK WALL IMPROVEMENTS				
- TURF RENOVATION				
- LANDSCAPE IMPROVEMENTS				
- WROUGHT IRON FENCE REST.				
- DRIVE RESURFACING				
- LIGHTING INSTALLATION				
EXPENDITURES:				
- MASTER PLAN				
- LANDSCAPE DESIGN SERVICES				
- MARKER SURVEY/DIRECTORY				
- CONSULTATION SERVICES				
- DRAINAGE IMPROVEMENTS				
- SIDEWALK IMPROVEMENTS				
- BOLLARD REPLACEMENTS				
- GAZEBO REPL./SHED IMPVS.				
- IRRIGATION INSTALLATION				
- FACILITY I.D. SIGNAGE				
- FUND RAISING CAMPAIGN				
- MARKER RESTORATION				
- ROCK WALL IMPROVEMENTS				
- TURF RENOVATION				
- LANDSCAPE IMPROVEMENTS				
- WROUGHT IRON FENCE REST.				
- DRIVE RESURFACING				
- LIGHTING INSTALLATION				
ENCUMBRANCES LIQUIDATED				
BALANCE:				

Budget

*70,000
857,000*

[illegible]

STATUS REPORT

Restoration of Old Chapel Hill Cemetery

November 8, 1994

Prepared for:

Curtis Brooks, Landscape Superintendent
Public Works Department
Town of Chapel Hill
306 North Columbia Street
Chapel Hill NC 27516

Prepared by:

Swanson and Associates
431 W. Franklin Street, #13
Chapel Hill, NC 27514

November 8, 1994

Curtis Brooks, Landscape Superintendent
Public Works Department
Town of Chapel Hill
306 North Columbia Street
Chapel Hill NC 27516

RE: Status Report - Restoration of Old Chapel Hill Cemetery

Dear Curtis:

As requested, we are providing you with a status report on the restoration of the Old Chapel Hill Cemetery. This report summarizes the progress through the several planning phases and the fundraising phase.

As you are aware, the State Preservation Office and the Town jointly funded an assessment of the marker conditions. This assessment has been completed and is included in this packet (see item 2.a. below). Now that the cemetery has been chosen to be included on the National Register of Historic Places, we may apply for funding for the actual physical restoration of the markers. Lloyd Childers of the State Preservation Office has expressed her opinion that the Town will have a good chance of getting matching grant monies for this work. We suggest the Town request a \$15,000 matching grant which can work to extend the monies already in the Town Fund. Bev Kawalec, Historic Preservation Planner, said she would be willing to process the application as the CLG representative.

Besides the State grant monies, the Chapel Hill Preservation Society has set aside \$10,000 which is available immediately and should be used as soon as possible for restoration work.

Enclosed please find the following documents:

1. Report to the Town of Chapel Hill on the status of the fundraising campaign, containing the scope of work as outlined in our contract with the Town dated November 5, 1992. This outline shows which tasks have been completed, are in progress, or remain to be completed. We understand you will use this report to compile a list of projects to be done and their priorities for completion.
2. Various documents containing information on the cemetery, copies of which should be made and distributed in binder form by the Public Works Department to local groups and individuals who may assist in fundraising or who have a continuing interest in the progress of this project. Such groups may include the Chapel Hill Preservation Society, the Chapel Hill Historical Society, the Cemetery Task Force, the Town Council and Mayor, and the Town Manager. This printout also might be made available to those who can make information about the project available to the public, such as the Chapel Hill Public Library and the local news media.

Mr. Curtis Brooks
November 8, 1994
Page 2

The documents to be included in this binder are:

- a. A cover sheet and table of contents for the binder, explaining how to use the information in the binder (enclosed).
- b. National Register of Historic Places Registration Form. The Old Chapel Hill Cemetery was nominated and certified to be registered in the National Register of Historic Places. This report is the official form submitted to the State Department of Cultural Resources and the U.S. Department of Interior, National Park Service, and was prepared by Ruth Little of Longleaf Historical Resources (copy enclosed).
- c. The report entitled "Comprehensive Conditions Assessment of Selected Markers", prepared in March 1994 by restoration expert Lynette Strangstad of Stone Faces. This report documents her on-site survey earlier this year and contains her recommendations for restoration of the markers (copy enclosed).
- d. Cover sheet for the Ownership List (enclosed). To be inserted in front of the Ownership List.
- e. Ownership List. Recently, we provided you with a database printout of information gathered to date on all known interments and (where known) the contact person or owner. This should be inserted in the binder behind the cover sheet for the Ownership List.
- f. Brochure of the Old Chapel Hill Cemetery, prepared in 1993. Public Works has copies of this brochure.

Please call if you have any questions or need additional information.

Sincerely,

David and Terri Swanson

ochcrog-rpt.94

TO: Curtis Brooks, Town of Chapel Hill Public Works Dept.
FROM: David and Terri Swanson, Swanson and Associates
SUBJECT: Status Report on Fundraising, Old Chapel Hill Cemetery
DATE: November 8, 1994

This report reviews the status of services provided to the Town of Chapel Hill by the consultant, Swanson and Associates, as outlined in two separate contracts.

The following scope of work is as outlined in the November 5, 1992 contract regarding fundraising and general publicity:

A. Information Gathering: Research and compile list of all known owners or contacts for each plot. Gather grant documents for restoration funding.

Status - Complete.

1. Research of existing documents and sources of information. A database printout has been given to the Town of Chapel Hill showing all recorded interments, and, where known, the contact person or owner of each plot. This document will be copied and given to groups and individuals who may assist in the fundraising process.
2. Inventory of other sources of information such as grant application submission requirements and other sources of funding. In the early stages of this work, sources of public grant funding agencies were identified as well as private foundations and other private sources for possible funding. These sources are in the Town's files.

More recently, documents have been obtained from the State Preservation Office for submitting a request for funds for physical restoration of the markers. In a phone conversation with Lloyd Childers of the State Preservation Office on 11-7-94, she expressed the opinion that a request for funds for this project would have a good chance of acceptance.

B. Establishment of Preservation Fund: Assist with document preparation, administration, and general coordination.

Status - Complete.

1. Coordination provided with Town Finance Department in setting up the Line Item Fund.

C. Brochure: Gather information, prepare artwork, obtain printing cost estimates, help coordinate printing and distribution.

Status - Complete.

1. 2,000 brochures were printed late last year in time for the Cemetery Preservation Workshop. The remainder of the brochures were given to the Chapel Hill Preservation Society for future distribution.

D. Direct Solicitation: Prepare fundraising letter and press releases. Set up meetings, assist with general upfront coordination. Meet with media and individuals. Assist in follow up and coordination meetings.

Status - In Process.

1. Funding sources have been identified.
2. The Chapel Hill Preservation Society has set aside \$10,000 to be used for marker restoration. These funds are available immediately.
3. Grant monies have been acquired from the State Preservation Office, and additional funding is being pursued to assist with the implementation of the restoration of the markers.
4. Fundraising letter and press releases.
5. Meetings, coordination and direct solicitation.
6. This past summer, Roland Giduz broadcast a half-hour show on the local cable channel regarding the cemetery restoration project. Several articles have appeared in the Chapel Hill News and the Chapel Hill Herald regarding the project.

The following scope of work is as outlined in the November 24, 1993 contract for coordination of marker restoration and Historic Register nomination between the Town of Chapel Hill and the Consultant, Swanson and Associates:

E. Assistance and coordination with the National Register Nomination.

Status - Complete.

1. Provided administration and coordination assistance for marker study performed by Ruth Little of Longleaf Historical Resources. This study was required for submittal of the registration form to place the cemetery on the National Register of Historic Places.
2. In July 1994, the Old Chapel Hill Cemetery was recommended for inclusion on the National Register of Historic Places. This qualifies the Town to request a grant for physical restoration of the markers (see A.2 above).

F. Assistance and coordination with the Conditions and Assessment Study.

Status - Complete.

1. Provided administration and coordination assistance for marker conditions assessment performed by Lynette Strangstad of Stone Faces. The results of this assessment will be used as the basis for prioritizing and carrying out restoration of the markers.

G. General administration.

Status - Complete.

1. Attended Grants Review Session.
2. Provided coordination with Curtis Brooks and other consultants.

Mr. Curtis Brooks
November 8, 1994
Page 5

H. Provide assistance with Fall Cemetery Workshop.

Status - Complete:

1. The Cemetery Preservation Workshop "Grave Affairs" was held at the UNC Institute of Government in November 1994.

3

RENOVATION AND IMPROVEMENTS, BY PRIORITY

The following outline is a summary of projects which were identified in various studies and reports. More detailed information can be obtained by referring to the specific report.

From the original Master Plan Appendix, Renovation of and Improvements to the Old Chapel Hill Cemetery, 1987.

<u>ITEM</u>	<u>STATUS</u>
I. PUBLIC PROPERTY	
A. <u>High Priority</u>	
1. Rock Walls	Bids Received, project on hold
2. Drainage Improvements	Complete
3. Decorative Bollards for Parking Control	Complete
4. Landscape Improvements, Including Tree Work, Irrigation	Complete and ongoing
B. <u>Medium Priority</u>	
1. Sidewalk Improvements	Complete
2. Lighting	Holding
3. Signage (Individual pedestrian level markers have been purchased but not yet installed pending rock)	Complete
4. Existing Structures	Complete (New gazebo; new roof on storage shed)
II. PRIVATE PROPERTY	
A. <u>High Priority</u>	
1. Grave Markers	Conditions Assessment complete, and work has been prioritized for actual implementation/ conservation
2. Fences	Same
3. Walls, Curbs and Edges	Same

*Additional Improvements and Recommendations from Comprehensive Conditions Assessment by
Lynette Strangstad, March, 1994*

<u>ITEM</u>	<u>STATUS</u>
DOCUMENTATION	
Archival documentation of the site	To be completed recommended
Upgrading the map	
Cultural and historical evaluation	

A photographic inventory of all markers

This is underway, some work has been completed

Addition to the vegetation assessment -
Historic Landscape Preservation Plan
Oral History

ITEM

STATUS

EDUCATION

Burial Ground Guide/Brochure
Workshops

Complete
Completed general statewide
workshop; a workshop on specific
techniques is recommended

Development of a Study Unit/Teachers Guide

ADMINISTRATION

Establish the position of Cemetery Supervisor to consolidate and oversee all aspects of cemetery management.
Establish regulations and requirements for cemetery care and preservation.

MARKER CONSERVATION

Specific recommendations have been made to repair, restore and preserve by priority based on significance and vulnerability.

Additional Recommendations which have been addressed by the consultant

SECURITY

Construct the stone wall along the western most boundary of the cemetery adjacent to Section A and the adjoining parking lot by the dormitories. Install a simple iron fence on top of the wall.

FUNDRAISING

Development of columbarium and Memorial Wall. Expand the cemetery with the construction of a stone wall columbarium to be located along the easternmost boundary of the cemetery and possibly the westernmost boundary (see above). Monies could be raised by selling burial rights.

MEMORANDUM

To: Bruce Heflin, Public Works Director
From: Curtis Brooks, Landscape Superintendent/Urban Forester
Date: November 14, 1994
Subject: Old Chapel Hill Cemetery

The following figures indicate what activities have taken place with the OCHC CIP account in FY 1993-94 and FY 1994-95 as of November 14, 1994.

Beginning balance.....\$27,344

Expenditures:

David Swanson (see sections A - D of attached
memo to Curtis Brooks dated 11/8/94).....\$3,806

David Swanson (see sections E -H).....\$1,500

Stone Faces (marker restoration study).....\$4,500

Longleaf Preservation (register nomination).....\$3,000

Colonial Press (brochure publication).....\$488

Subtotal balance (Town Funds).....\$14,050

Reimbursements from NC Dept. of Archives.....\$4,500

Grant from CH Historic Preservation Society (earmarked
for marker restoration).....\$10,000

Total funds available.....\$28,550

I also believe that as much as \$15,000 would be approved by the NC Dept. of Archives for marker restoration work as part of a matching grant. Cost estimates for marker restoration work have been broken down into three priorities and are attached. I'd suspect we'd pursue additional bids if we could determine other experts capable of doing the work.

Please let me know if you need any additional information.

CIP PROJECT INFORMATION

Date: 11-14-94

Fiscal Year	Appropriated	Allocations	Item	Expended
1986-87	25,000.00	15,000.00	Master Plan Implementation of Master Plan	7,500.00
		10,000.00		
		25,000.00		7,500.00
Balance:		17,500.00		
1987-88	25,000.00	17,500.00	Balance brought forward Master Plan	
		25,000.00		7,500.00
		42,500.00		7,500.00
Balance:		35,000.00		
1988-89	50,000.00	35,000.00	Balance brought forward Appropriated Landscape Design Marker Survey Directory Sidewalk Improvements Drainage Improvements	
		50,000.00		812.49
				2,428.00
		85,000.00		3,240.49
Balance:		81,759.51		
1989-90	25,000.00	81,759.51	Balance brought forward Appropriated Landscape Design Services Marker Survey/Directory Gazebo Repl./Shed Impvs.	
		25,000.00		1,827.00
				2,886.00
				500.00
		106,759.51		5,213.00
Balance:		101,546.51		
1990-91		101,546.51	Balance brought forward Appropriated Consultation Services Sidewalk Improvements Bollard Replacements Gazebo Repl./Shed Imprvs. Facility I.D. Signage Irrigation Intallation	
		0.00		202.50
				2,593.73
				7,150.00
				24,905.50
				871
				47,571.00
		101,546.51		83,293.73
Balance:		18,252.79		

1991-92	10,000.00	18,252.78 10,000.00	Balance brought forward Appropriated Landscape Design Services Marker Survey/Directory Irrigation Installation Facility I.D. Signage Marker Restoration (Vandalism)	495.00 590.00 4,180.00 885.67 1,920.00 8,070.67
		28,252.78		
Balance:		20,182.11		
1992-93		20,182.11 0.00	Balance brought forward Appropriated Fund Raising Campaign	 1,633.50
		20,182.11		1,633.50
Balance:		18,548.61		
1993-94	4,500.00	18,548.61 4,500.00	Balance Brought Forward Matching Funds from National Register	
		23,048.61		0.00
Balance:		23,048.61		
1994-95		23,048.61	Balance Brought Forward Fund Raising Campaign	 1,768.45
		23,048.61		1,768.45
Balance:		21,280.16		
1995-96		21,280.16	Balance Brought Forward	
		21,280.16		0.00
Balance:		21,280.16		
Totals:	139,500.00		Total Expended:	118,219.84

November 30, 1994

Old Chapel Hill Cemetery

<u>Description</u>	<u>Orig Est</u>	<u>Current Est</u>
Marker Restoration	20,000	175,000
Rock Wall Improvements	38,500	190,000
Turf Renovation	45,250	50,000
Landscape Improvements	40,700	50,000
Wrought Iron Fence Restoration	21,850	25,000
Pavement Improvements	23,000	23,000
Lighting Installation	<u>47,500</u>	<u>50,000</u>
Totals	\$236,800	\$563,000

CIP PROJECT INFORMATION

1. Project Category: Environmental Improvements

2. Project Number and Name
(from previous CIP if applicable): E-1 Cemetery Beautification

3. Description: Funds are to be used to improve the appearance of Chapel Hill Town Cemeteries. Improvements to Old Chapel Hill Cemetery include landscaping, rock wall repair, pedestrian lighting and marker restoration. Improvements are in accordance with master plan adopted by Council in 1987 and will be completed in approximately twenty years based on requested funding level. Revenues from fund raising campaign and available matching grant money (approximately \$15,000 per year) from the North Carolina Department of Archives Preservation Office could significantly reduce the total cost to the Town and shorten the estimated completion date.

4. Source of Funds:

SOURCE	95-96	96-97	97-98	98-99	99-00	TOTAL
Capital Reserve	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
Bonds (list below)						
Grants (list below)						
NC Div. of Archives	-----	Additional	grants	anticipated	-----	
Other (Fund Raising)						
TOTAL EST. COST	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000

CIP OPERATING IMPACTS

Project Name: Cemetery Beautification

1. Operating Expenses

	95-96	96-97	97-98	98-99	99-00	TOTAL
Personnel			\$22,000			\$22,000
Maintenance						
Equipment						
Total Cost Per Year			\$22,000			\$22,000

2. Revenues

	95-96	96-97	97-98	98-99	99-00	TOTAL
New Revenues						
Plus Any Savings						
Totals						

3. Net Operating Impact

	95-96	96-97	97-98	98-99	99-00	TOTAL
Operating Expenses less Revenues			\$22,000			\$22,000

4. Notes on Personnel and Maintenance Needed: Renovation of Old Chapel Hill Cemetery will increase maintenance needs. Specifically, irrigation system maintenance, more frequent lawn mowing and improved care for new plantings commensurate with the value of these capital improvements will require increased staffing.

The operating budget will also be affected by the anticipated expansion of Memorial Cemetery.

CIP COST BREAKDOWN WORK SHEET

Project Name: Cemetery Beautification

	95-96	96-97	97-98	98-97	99-00	TOTAL
Land Acquisition						
Arch./Eng. Service						
Legal						
Construction Costs:						
Fence Repair			\$25,000			\$25,000
Turf Renovation		\$20,000				\$20,000
Rock Wall Repair						
Marker Restoration	\$25,000	\$ 5,000		\$25,000	\$25,000	\$80,000
Additional Plantings						
Other Costs:						
Contingency						
TOTAL EST. COST	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000