

SULTAN CITY COUNCIL

AGENDA ITEM COVER SHEET

ITEM NO: A - 5
DATE: May 24, 2007
SUBJECT: Niche Wall/Cemetery Entrance Sign Design
Iron Work for Cemetery Entrance sign
Public Works Project
CONTACT PERSON: Public Works Director Dunn

ISSUE:

The issue for the City Council is to authorize staff to move forward with the process of providing ash inurnment in the Sultan Cemetery with columnairms. Additional, this would replace the aging painted wood entrance signs, with a iron signage in an archway over the entrance. See Attachment 1

SUMMARY:

For several years staff and council has discussed the possibilities of providing an additional service to the citizen's of Sky Valley by providing ash burials in niche walls or columnairms at the City of Sultan Cemetery.

Sultan Staff and Council Sub Committee, discussed this proposal on April 19, 2007. The Sub-Committee recommends moving forward using two columnairms at the entrance with an arched iron entrance sign design for the first niche location. See attachment 2.

Jim Flower, Flower Racing has offered to donate the design and specification work for the City of Sultan for the Cemetery Entrance Project, not to exceed \$500.00 value. This donation does not require acceptance by City Council under Resolution 07-04, SMC 3.68, but due to the fact the Jim Flower is a current Councilmember staff wanted to make the Mayor and balance of Sultan Council aware.

The columnairm is a project staff has been working on for several years, staff will be receiving three responsive bids for this portion of the project.

The City will received a minumim of three bids from three buisnesses that qualify to do the iron fabrication.

Staff will present to the Council the three bids for each portion separately, awarding to the lowest most responsive bidder. Councilman Flower will abstain from the vote fully disclosing his involvement as designer and bidder.

FISCAL IMPACT:

Receive the donation of less than \$500.00 for the design and specifications from Flower Racing. The total cost of the work will be determined at the time of bid award for both the columnarim and entrance sign. This project will be funded from the 2007 Cemetery Fund Budget, which was \$6,000.00 for this project.

RECOMMENDED ACTION:

To accept the donation not to exceed \$500.00 for design and specification writing from Flower Racing. Also, Council authorizing staff to receive bids for two columnarims for ash inurnment and new signage at the entrance of the Sultan Cemetery.

COUNCIL ACTION:

DATE: May 24, 2007

ATTACHMENTS:

Picture of existing cemetery entrance.

Picture of recommended columnarim and entrance sign