



CITY OF DURHAM | NORTH CAROLINA

Date: February 26, 2014

To: Thomas J. Bonfield, City Manager

CC: W. Bowman Ferguson, Deputy City Manager

From: Joel V. Reitzer, Director, General Services Department

Subject: Response to Questions Raised Regarding the Presentation to City Council of the Maplewood and Beechwood City Cemeteries Phase I Study Findings, during Work Session on February 20, 2014

At the February 20, 2014 City Council Work Session meeting, additional information regarding the following was requested:

1. What is the cost to construct a columbarium?

Response:

Coulter Jewell Thames provided a cost estimate of \$75,000 for a columbarium wall containing 64 niches. Each niche contains two repositories, therefore allowing for 128 internments. The cost estimate includes a small brick patio area in front of the columbarium structure.

2. Please provide a price rate sheet with plot prices and burial services for both cemeteries.

Please see [Attachment A](#).

3. Is the City interested in expanding either of the cemeteries?

Response: The development of some of the undeveloped land at each cemetery remains an option for consideration.

4. Is reseeding the grounds at Beechwood Cemetery included in the cost estimate included in the Study document?

Clarification: Reseeding the grounds at Beechwood Cemetery is not included in the cost estimate outlined in the Cemeteries Study. See [Attachment B](#) for a more detailed breakdown of costs for both cemeteries. Grounds maintenance (including seeding, reseeding, fertilizing and mowing) at both cemeteries is an operational expense and as such was not identified in the Study. Staff is reviewing the request by Council in order to develop costs for a reseeding/resodding plan or other alternatives to address the grass deficiencies at the Cemeteries.

5. Who is responsible for custodial services at the Beechwood office?

Response: The Beechwood staff is responsible for the day to day custodial services with occasional assistance from the General Services custodial staff. The same is true of the office space at Maplewood.

6. There were several questions about the expected lifespan of each cemetery. Below are a few clarifications:

Beechwood:

No. of plots total	14,000
No. of plots still available for sale	816
Amount of available columbarium space	0
Years left of development	19*

Maplewood:

No. of plots total	58,000
No. of plots still available for sale	3,764
Amount of available columbarium space	130
Years left of development	100+**

*19 years if the remaining 3+ acres are developed, 8 years with current available grave space. However many additional grave spaces have been pre-sold, so burials will take place for many years.

**100+ years if the remaining 40 acres are developed. With the current availability of grave spaces, there are approximately 44 years left.

7. Currently how much of Cemeteries 2013/2014 budget has been spent at Beechwood?

Please see Attachment C.



Attachment A

City of Durham
Cemeteries Division
Price List

Cemetery Lots

Standard Full Adult Grave	\$1,200.00
Premier Full Adult Grave	\$1,400.00
Monument Full Adult Grave (four or more grave lot required)	\$1,400.00
Community Monument Grave Space (includes portion of monument and foundation)	\$2,310.00
Standard Infant/Urn Grave	\$ 600.00
Premier Infant/Urn Grave	\$ 700.00

Interment Fees

Adult Weekday	\$ 800.00
Adult Saturday	\$1,100.00
Adult Sunday/Holiday	\$1,300.00
Urn Weekday	\$ 450.00
Urn Saturday	\$ 550.00
Urn Sunday/Holiday	\$ 700.00
Infant Weekday (2 years old or younger)	\$ Free
Infant Saturday (2 years old or younger)	\$ 600.00
Infant Sunday/Holiday (2 years old or younger)	\$ 700.00

Columbarium

Single Niche	\$1,000.00
Double Niche	\$2,000.00
Niche Opening/Closing Weekday	\$ 150.00
Niche Opening/Closing Saturday	\$ 300.00
Niche Opening/Closing Sunday/Holiday	\$ 400.00
Niche Cover Engraving (per person)	\$ 210.00

Overtime Charges (per 1/2 hour after 4:00pm)

Weekday	\$ 100.00
Saturday, Sunday, Holiday	\$ 150.00

Miscellaneous

Memorial Bench (columbarium courtyard, only 2 available)	\$2,500.00
Memorial Court Floor Plaque (columbarium, only 8 available)	\$ 750.00
Duplicate Deed	\$ 25.00
Instrument of Transfer/Disinterment	\$ 150.00
Adult Disinterment	\$1,200.00
Infant or Urn Disinterment	\$ 800.00
Planting/ Removing Shrubs (each)	\$ 25.00
Single Granite/Marble Marker Installation	\$ 60.00
Single Bronze Plaque Installation	\$ 75.00
Companion Marker Installation	\$ 80.00
Floral Arrangement Setup Fee	\$ 10.00

Cleaning/Reconditioning

Individual Markers	\$ 50.00
Companion Markers	\$ 90.00
Monuments	\$ 150.00
Mausoleums (per crypt)	\$ 200.00

SECTION 5 - Cost Estimate

The cost estimates are coordinated with deficiency sheets and the summary of recommended repairs on site. They are based on 2013 construction costs and reflect the cost of performing each task alone. Incorporated into the costs are such items as mobilization and erosion control which would generally be incurred only once per project, so the City could expect some savings by bundling projects.

Road repairs and improvements are the largest line item in the estimate. Though almost all driveway paving at both cemeteries needs attention, we realize there are budget limitations. The roadwork has been estimated over different priority rankings. Our recommendation is to set a schedule for pavement maintenance to program repairs over an extended number of years.

Note that where new work is proposed, the costs are based on a concept of work to be done as there are no design drawings for any of the recommended improvements.

MAPLEWOOD CEMETERY - COST ESTIMATE TO ADDRESS PROPERTY DEFICIENCIES

Number	Deficiency Type	Priority	Description	Cost Estimate	Cost Basis
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Note that cost estimate assumes mobilization for each item. There may be some cost savings by combining projects.

PRIORITY #1 REPAIRS - CODE ISSUES / PUBLIC SAFETY

M1	AP	1	Replace 280 LF pipe at Section 14 - including road repair To be performed under Durham Public Works contract	\$ 80,000	City of Durham Estimate
M1	AP	1	Replace 50 LF pipe at Section 6 - including road repair To be performed under Durham Public Works contract	\$ 34,000	City of Durham Estimate
M1	AP	1	Replace 450 LF pipe at Section 2 - including road repair To be performed under Durham Public Works contract	\$ 128,000	City of Durham Estimate
M2	AP	1	Clear blockage in 3 pipes	\$ 3,000	Estimate from Vision
M3	AP	1	Stormwater redirection at east end of historic cemetery Note: City Public Works is already contracting for this work	n/a	being arranged by City Durham Public Works
M4	CODE	1	Discontinue land disturbance in stream buffer	\$ -	
M5	AP	1	Replace 4,300 LF asphalt road - new sections road sections shown in red in graphic on page 19	\$ 860,000	current construction costs as seen on other projects
M6	AP	1	Repair 2100 LF gravel driveway - old sections road sections shown in red in graphic on page 20	\$ 25,200	based on unit costs for grading and gravel
M7	CODE	1	Remove 160 LF sidewalk, remove and replace 160 LF sidewalk	\$ 1,000 \$ 4,800	current construction costs as seen on other projects
M8	CODE	1	Soil storage area is needs to be stabilized and screened	\$ 19,000	based on unit costs for sediment control, fencing
M9	PS	1	Relocate Chapel Hill Road entry location	\$ 52,500	current construction costs as seen on other projects
M10	ACS	1	Provide handicap accessible public restroom	\$ 7,500	current construction costs
M11	PS	1	Replace the Kent Street wall	\$ 70,000	current construction costs
M12	CODE	1	Repair entry to Crew Building	\$ 9,000	current construction costs
			Provide accessible bathroom in Crew Building	\$ 15,000	
			Provide accessible hi-lo fountain in Crew Building	\$ 2,000	
			Clean out crawl space and repair brick foundation	\$ 8,000	
			NOTE: Expected that the crew building will be demolished when the new 3000 SF building is completed. This \$34,000 repair item may not be needed.		

M13	PS	1	Investigate possible leak from pipes below storage sheds Repair pipe if necessary, remove poor soils from behind storage sheds and replace with gravel and solid soil	\$ 3,000 \$ 74,000	current construction costs It is not clear what the problem is in this area Solution may change after underground investigation
M14	PS	1	Remove condemned building lead paint does not need abatement before demolition	\$ 5,000	current construction costs
M15	CODE	1	Relocate electrical outlet in Equipment Garage	\$ 1,000	current construction costs
M16	PS AP SEC	1	Add lockable gates to main entry on Duke Univ Road Assume temporary chain link installation until more permanent entry gates are built. Temporary road alternations to narrow entry	\$ 5,000 \$ 4,000	current construction costs
M17	PS	1	Replace small retaining walls at individual graves 200 lf x \$ 25	\$ 5,000	current construction costs
SUBTOTAL - PRIORITY 1 REPAIRS				\$ 1,416,000	
PRIORITY #2 REPAIRS - DEFERRED MAINTENANCE					
M18	AP	1	Road repair - topcoat on 5,144 LF roadway, 30' width	\$ 675,000	
M19	PS	2	Repair broken headstones (mainly labor)	\$ 10,000	
M20	AP	2	Vegetation pruning and maintenance	\$ 10,000	
M21	AP	2	Repair landscape and headstones where tree has fallen in Se	\$ 5,000	
M22	PS, AP	2	Repair 4,800 LF asphalt paving including sub base	\$ 960,000	current construction costs
M22	AP	2	Replace Kent Street entry / driveway aprons east side Kent Street and west side Kent Street	\$ 43,000	current construction costs
M23	AP	2	Replace gravel road between Kent Street and Hebrew Cemetery - 1900 LF including some side storm drainage	\$ 165,000	
M24	AP	2	Mortar repairs, vinyl siding replacement, and painting for Repair Shop	\$ 8,000	
M25	AP	2	Moisture barrier, vinyl siding replacement, and painting for Straw House (lead paint present)	\$ 15,000	
M26	AP	2	Structural repairs to floor and foundation, drainage damage repairs and crawl space improvements to Straw House	\$ 10,000	
M27	AP	2	Repair mortar and repaint Equipment Garage	\$ 4,000	
M28	AP	2	Repair drainage problems in old cemetery	\$ 10,000	

M29	AP	2	Install water lines and spigots throughout cemetery Allowance 3,500 LF and 30 spigots	\$ 35,000	
M30	PS	2	Repair vandalized monuments	\$ 30,000	
M31	ENC	2	Additional parking for staff and public 10 spaces short term	\$ 20,000	current construction costs
SUBTOTAL - PRIORITY 2 REPAIRS				\$ 2,000,000	
PRIORITY #3 REPAIRS - BUILDING SYSTEM UPGRADES					
M32	ACS	3	Renovate and reorganize office space For more efficiency and accessible toilets Dry storage for cemetery files	\$ 28,500	
M33	BLDG	3	New 3000 sf maintenance building for consolidation of equipment and employees	\$ 300,000	
			Demolition of existing Tool Barn	\$ 10,000	
			Demolition of existing Crew Building	\$ 20,000	includes utility disconnect
SUBTOTAL - PRIORITY 3 REPAIRS				\$ 358,500	
PRIORITY #4 REPAIRS - EXTERIOR AND INTERIOR REFURBISHMENT					
M34	ENC		Paint existing structures, add opaque fencing and vegetative screens	\$ 30,000	
M35	AP	4	Improve drainage of wet areas next to Section 2	\$ 24,000	
M36	ENC	4	Improve wayfinding, director & signage	\$ 15,000	
M37	ENC	4	Add perimeter / buffer plantings - 2000 LF with code buffer - New Sections	\$ 65,500	
			4800 Lfwith half buffer level plantings - Old Sections	\$ 39,000	
M38	ENC	4	Add entry gates and signage at Duke University Road	\$ 62,500	
M39	ENC	4	Enhance Chapel Hill Road entry	\$ 63,500	
			Enhance entries to historic sections 4 entries @ \$40,000	\$ 160,000	
M40	FC	4	Provision of rest areas throughout cemetery - benches, water, trees - 10 stations	\$ 32,500	
SUBTOTAL - PRIORITY 4 REPAIRS				\$ 492,000	

PRIORITY #5 REPAIRS - FUNCTIONAL CHANGES

M41	FC	5	Tie together the office / flag entry / columbarium area decorative paving, improve flag area, add sidewalks, no buildings or parking	\$ 120,000
M41	FC	5	Rework Duke University Rd Entry - - add committal service shelter - create entry garden area - formalize scatter garden - separate public & private space - formalize dumpster and trash collection	\$ 330,000
M41	FC	5	Provision of new columbarium	\$ 75,000
SUBTOTAL - PRIORITY 5 REPAIRS				\$ 525,000
3% cost escalation				\$ 143,745
TOTAL - ALL PRIORITIES				\$ 4,935,245

ACS	Accessibility	1	Code Issues/Public Safety
AP	Asset Protection	2	Deferred Maintenance
BLDG	Building	3	Building and System Upgrades
CODE	Municipal or State Code		
EC	Erosion Control	4	Exterior & Interior Refurbishment
ENC	Enhancement		
FC	Functional Change	5	Functional Changes
GR	Grave Repair		
LS	Landscaping		
PS	Public Safety		
SEC	Site Security		

BEECHWOOD CEMETERY - COST ESTIMATE TO ADDRESS PROPERTY DEFICIENCIES

Number	Deficiency Type	Priority	Description	Cost Estimate	Cost Basis
PRIORITY #1 REPAIRS - CODE ISSUES / PUBLIC SAFETY					
B1	EC	1	Stabilize soil stockpiles and disturbed areas add silt fence, inlet protection, and seed exposed ground	\$ 3,200	current costn costs
B2	AP / PS	1	Repair pavement failure at Section E Add velocity control in gutters running north to south on west road	\$ 10,000 \$ 20,000	current costn costs
B3	AP / PS	1	Repair pavement failure at Section C Add velocity control in gutters running north to south on east road	\$ 10,000 \$ 20,000	current costn costs
B4	AP / PS	1	Replace asphalt road, incl subbase 425 LF roadway, 24' width (sections shown in red on page 91)	\$ 106,250	current costn costs
B5	PS	1	Provide additional parking spaces throughout cemetery Additional parking for staff and public near entry- 15 spaces	\$ 20,000 \$ 30,000	current costn costs current costn costs
B6	PS	1	Provide a central covered area for services away from graveside areas - 800 sf near existing roadway	\$ 35,000	current costn costs
B7	CODE	1	Accessible sidewalk from street to office entry	\$ 19,000	current costn costs
B8	PS	1	Provide signage and entry gates at Fayetteville Rd entry	\$ 65,000	current costn costs
B9	PS	1	Add signage at secondary gate	\$ 500	current costn costs
SUBTOTAL - PRIORITY 1 REPAIRS				\$ 338,950	
PRIORITY #2 REPAIRS - DEFERRED MAINTENANCE					
B10	EC / AP	2	Remove debris in the storm boxes and pipes	\$ 6,000	Vision
B11	AP	2	Topcoat 1900 LF asphalt to prolong pavement life sections shown in blue on page 91	\$ 214,000	current costn costs
B12	AP	2	Replace asphalt paving, 850 LF sections shown in peach on page 91	\$ 85,000	current costn costs
SUBTOTAL - PRIORITY 2 REPAIRS				\$ 305,000	
PRIORITY #3 REPAIRS - BUILDING SYSTEM UPGRADES					
B13	AP / EC	3	Formalize and screen soil storage area Combined with :		
B14	AP	3	Formalize and screen trash handing area	\$ 125,000	current costn costs
SUBTOTAL - PRIORITY 3 REPAIRS				\$ 125,000	

PRIORITY #4 REPAIRS - EXTERIOR AND INTERIOR REFURBISHMENT

B15	PS	4	Add way-finding signage throughout cemetery	\$ 5,000	current costn costs
B16	ENH	4	Paint the existing maintenance buildings on site and add vegetative and fence screening at maintenance building	\$ 8,000	current costn costs
B17	ENH	4	Add shade trees throughout cemetery.	\$ 10,000	current costn costs
			Add landscape buffers along Fayetteville & Cornwallis	\$ 37,000	current costn costs
B18	ENH	4	General cleanup of the entry - trash removal, some fence and plant screens, repair service building	\$ 10,000	current costn costs
SUBTOTAL - PRIORITY 4 REPAIRS				\$ 70,000	

PRIORITY #5 REPAIRS - FUNCTIONAL CHANGES

B19	ENH	5	Provide pedestrian connection between cemetery and adjacent church	\$ 5,000	current costn costs
B20	FC	5	Provision of rest areas throughout cemetery - benches, water, trees, trash receptacles - 4 stations	\$ 13,000	current costn costs
B21	FC	5	Provision of new columbarium	\$ 75,000	current costn costs
SUBTOTAL - PRIORITY 5 REPAIRS				\$ 93,000	

ADD 3% FOR PRICE INCREASE OVER 1 YEAR	\$ 27,959
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Total for Beechwood Cemetery Recommended Improvements	\$ 959,909
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DEFICIENCY TYPE:

ACS	Accessibility	ENH	Facility Enhancement
AP	Asset Protection	FC	Functional Change
BLDG	Building	GR	Grave Repair
CODE	City or State Code	LS	Landscaping
EC	Erosion Control	PS	Public Safety

PRIORITY:

- 1 Code Issues/Public Safety
- 2 Deferred Maintenance
- 3 Building and System Upgrades
- 4 Interior and Exterior Refurbishment
- 5 Functional Changes

Attachment C

Cemetery Budget FY-13/14

Location	Funds Spent Per Cemetery To Date					
	Personnel	Percent	Operations	Percent	Total Expense	Total Percent to Date
Beechwood	\$ 120,622.70	25%	24,979.65	38%	\$ 145,602.60	27%
Maplewood	\$ 359,298.88	75%	40,174.63	62%	\$ 399,474.26	73%
Total Spent First Half of Year	\$ 479,921.58		\$ 65,154.28		\$ 545,075.86	
Total Budget for FY13/14	\$ 720,452.00		\$ 120,988.00		\$ 841,440.00	

NOTE: Maplewood carries all of the Part Time Personnel Expense, however Beechwood gets some help during the summer w/trimming.