



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER

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DATE: 04/17/2018

SUBJECT: **BID NO. 2018-051 - ANNUAL CONTRACT FOR TRANSPORTATION OF HUMAN REMAINS - MEDICAL EXAMINER'S OFFICE - ACCUCARE MORTUARY SERVICE, INC. - PER UNIT PRICE**

**COMMISSIONERS COURT ACTION REQUESTED:**

It is requested that the Commissioners Court award Bid No. 2018-051, Annual Contract for Transportation of Human Remains, for the Medical Examiner's Office, to Accucare Mortuary Service, Inc. at the per unit price.

**BACKGROUND:**

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Eighteen (18) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. A pre-bid conference held on February 15, 2018 was attended by two (2) vendors as well as representatives from the Medical Examiner's Office and Purchasing. One (1) bid and one (1) no-bid were received.

The low bid received from Accucare Mortuary Service, Inc. meets all specifications and is acceptable to the Medical Examiner's Office.

The term of the contract is twelve (12) months, effective May 22, 2018, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of the Medical Examiner's Office and Purchasing that Bid No. 2018-051, Annual Contract for Transportation of Human Remains, be awarded to Accucare Mortuary Service, Inc. at the per unit price.

**FISCAL IMPACT:**

Expenses for last year were approximately \$380,000.00. Services are provided on an as-needed basis.

SUBMITTED BY: Purchasing

PREPARED BY: Rita C. Pauley, CPO

APPROVED BY: