



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

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DATE: 04/28/2020

SUBJECT: **BID NO. 2020-087 - ANNUAL CONTRACT FOR TRANSPORTATION OF HUMAN REMAINS - MEDICAL EXAMINER'S OFFICE - VARIOUS VENDORS - PER UNIT PRICE**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court award Bid No. 2020-087, Annual Contract for Transportation of Human Remains, for the Medical Examiner’s Office, to the following vendors at the per unit price:

Primary	Fort Worth Funerals and Cremations, LLC
Secondary	Accucare Mortuary Service, Inc.

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. Twenty-one (21) 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 March 4, 2020 was attended by four (4) vendors as well as representatives from the Medical Examiner’s Office and Purchasing. Four (4) bids were received.

Bids were evaluated by the Medical Examiner’s Office and Purchasing representatives. Award recommendations are to the low bids meeting specifications. The bid received from Stone Mortuary Service, Inc. did not meet specifications because they did not have the minimum number of staff, vehicles required, and were unresponsive to the request for inspection of vehicles and equipment.

The term of the contract is twelve (12) months, effective May 22, 2020 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. 2020-087, Annual Contract for Transportation of Human Remains, be awarded to the vendors listed above at the per unit price.

FISCAL IMPACT:

Expenses for last year were approximately \$350,000.00. Services are provided on an as-needed basis.

SUBMITTED BY:	Purchasing	PREPARED BY:	Rita C. Pauley, CPO
		APPROVED BY:	