



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER \_\_\_\_\_

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DATE: 05/10/2022

SUBJECT: **BID NO. 2022-110 – ANNUAL CONTRACT FOR TRANSPORTATION OF HUMAN REMAINS – MEDICAL EXAMINER’S OFFICE – FORT WORTH FUNERALS AND CREMATIONS, LLC – PER UNIT PRICE**

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court award Bid No. 2022-110, Annual Contract for Transportation of Human Remains, for the Medical Examiner’s Office, to Fort Worth Funerals and Cremations, LLC 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. Nine (9) 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 25, 2022 was attended by three (3) vendors as well as representatives from the Medical Examiner’s Office and Purchasing. One (1) bid was received.

The bid received from Fort Worth Funerals and Cremations, LLC meets all specifications and is acceptable to the Medical Examiner’s Office.

The term of the contract is twelve (12) months, effective May 21, 2022, with two (2) options for renewal period of twelve (12) months each.

Therefore, it is the joint recommendation of the Medical Examiner’s Office and Purchasing that Bid No. 2022-110, Annual Contract for Transportation of Human Remains, be awarded to Fort Worth Funerals and Cremations, LLC at the per unit price.

**FISCAL IMPACT**

Expenses for last year were approximately \$300,000.00 and funding is available in account 576121/10000-2022/2310100000. Services are provided on an as-needed basis.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Niki Jones Chris Lax, CPSM, CPCP
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