



COMMISSIONERS COURT COMMUNICATION

AGENDA DATE: 4-23-2012

CONSENT OR REGULAR: Consent

CONTRACT REFERENCE NO
(IF APPLICABLE): _____

SUBJECT: Disposition of Bid #12-028, Mortuary Services for First Call and Cremation Services for the El Paso County

BACKGROUND/DISCUSSION OF TOPIC: To include statutory requirement, operational impact, or performance goal.

This bid is to provide the County the ability to authorize an entity to take charge of a dead human body and have the body prepared for disposition by cremation.

FISCAL IMPACT:

Based on historical purchases, total of one year period should be approximately 55,000.00.

PRIOR COMMISSIONERS COURT ACTION (IF ANY):

Commissioners Court approved and authorized the Purchasing Agent to solicit bids for Mortuary Services for First Call and Cremation Services for the El Paso County on October 17, 2011 Item 34.

RECOMMENDATION:

Recommendation that awards be made to:

Legacy Mortuary Services, LLC. for an estimated amount of \$55,000.00 per year for Bid #12-028, Mortuary Services for First Call and Cremation Services for the El Paso County for a three (3) year contract term.

COUNTY ATTORNEY APPROVAL

The attached document has been given legal review by the El Paso County Attorney's Office on behalf of the County of El Paso, its officers, and employees. Said legal review should not be relied upon by any person or entity other than the County of El Paso, its officers, and employees.

COUNTY ATTORNEY: Cygne Nemir

LEGAL REVIEW: #2012-0153

LEGAL REVIEW NOTES (If Applicable):

DATE: 3-19-2012

SUBMITTED BY:	Jose Lopez, Jr., Assistant Purchasing Agent. Purchasing Department (915) 546-2048
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BID SUMMARY

BID TITLE Mortuary Services for First Call and Cremation Services for the El Paso County

BID NUMBER 12-028

DEPARTMENT Family and Community Services CONTACT Rosemary Neilll

<u>DESCRIPTION</u>	<u>DATE</u>
BID OPENING APPROVAL BY COMMISSIONER'S COURT	10/17/2011
RECEIVED SPECIFICATIONS FROM DEPARTMENT	3/12/2012
BID PACKAGES MAILED	3/19/2012
BID ADVERTISED	3/18/2012 & 3/25/2012
PRE-BID CONFERENCE	
DEADLINE TO QUESTIONS	3/27/2012
OPENING DATE	4/4/2012
SPREADSHEET SENT TO DEPARTMENT	4/6/2012
SPREADSHEET RECEIVED FROM DEPARTMENT	4/13/2012
PLACED ON COMMISSIONER'S COURT AGENDA	4/23/2012

ADDENDUMS

DATE

REASON

COMMENTS:



Mortuary Services for First Call and Cremation Services for the El Paso County

Bid #12-028

Opening Date: Wednesday, April 4 2012

		Legacy Mortuary Services, LLC	
		Cost Per Individual Remain	
Mortuary Services or First Call and Cremation Services		\$695.00 (Adult)	
Notes		Weight limit is not to exceed 500 lbs per deceased. Is so, special arrangement and pricing will need to be done in advance. Babies from still born to 11 months cost \$595.00	

Approved By (Signature)

Resonance Hair

Approved By (Print)

Family & Community Services
Department

4-18-12

Date

Legacy Training Services LLC

ib 4/6/12