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SUBJECT: INDIGENT CREMATION/BURIAL PROGRAM FOR DUVAL COUNTY

BID #: SC-0423-22 **OPEN DATE: 2022-08-24**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – PERIOD OF SERVICE WILL BE ONE (1) YEAR FROM THE DATE OF AWARD WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: SOCIAL SERVICES DIVISION

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 19 **NUMBER RECEIVED:** 3 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from October 1, 2023 through date of award.

Recommend approval to utilize the first of two (2) one (1) year renewal options with Eternity Funeral Home & Crematory of Jacksonville, LLC, for Indigent Cremation/Burial Program for Duval County. Period of service will be from date of award through September 30, 2024. The requested annual expenditure not to exceed $296,300.00. The revised total award expenditure not to exceed $592,600.00.

Funding Source: 00111.164017.531090.000000.00000000.00000.0000000, to be executed by purchase order(s).

Attachments: Recommendation Memo, Vendor Letter, Previous Award

ANALYST: _____
RUBEN OLA

RESPECTFULLY SUBMITTED: _____
DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Johnnetta Moore, Chief, Social Services Division

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

City of Jacksonville, Florida

Daryl Joseph, Director

Parks, Recreation and Community Services Department
214 N Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-7919
www.coj.net

ONE CITY. ONE JACKSONVILLE.

MEMORANDUM:

TO: Dustin Freeman, Chief of Procurement
Chair of Professional Services Evaluation Committee

THRU: Martha Hemphill, Program Manager
Social Services Division

FROM: Johnnetta Moore, Chief
Social Services Division

SUBJECT: BID # SC-0423-22 Indigent Cremation/Burial Program for Duval County - Year 4 Contract Renewal Option

DATE: October 4, 2023

The first renewal period of a three-year contract under Bid SC-0423-22 for Indigent Cremation/Burial Services expired September 30, 2023. The Social Services Division would like to exercise the renewal option under this contract with the current vendor, Eternity Funeral Home and Crematory, at an estimated cost of $296,300 for the next 12-month period, October 1, 2023, through September 30, 2024.

Attached is a letter from Rex D. Gill, owner, expressing his desire to exercise the option to renew his contract for the period October 1, 2023, through September 30, 2024.

The account string 00111.164017.531090.00000000.000000.00000.0000000

Thank you for your assistance with this renewal. For further information or additional questions, please contact Martha Hemphill at 255-3329.

cc: Ruben Ola, Purchasing Analyst

Eternity
FUNERAL HOMES AND CREMATORY

July 19, 2023

This letter is our notice that we would be honored to continue as the provider for the Indigent Burial and Cremation Program for Duval County for the October 1, 2023 through October 1, 2024 period.

Thank you for the opportunity to continue serving families in Duval County with respect and dignity.

x

Rex D. Gill Owner

4856 Oakdale Avenue Jacksonville, Florida 32207 PO Box 10728 Jacksonville, Florida 32247
Phone: (904)348-5579 Fax: (904)348-5534

SUBJECT: INDIGENT CREMATION/BURIAL PROGRAM FOR DUVAL COUNTY

BID #: SC-0423-22 **OPEN DATE: 2022-08-24**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – PERIOD OF SERVICE WILL BE ONE (1) YEAR FROM THE DATE OF AWARD WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: SOCIAL SERVICES DIVISION

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 19 **NUMBER RECEIVED:** 3 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to retroact the period of service from October 1, 2022 through date of award.

Recommend approval of award to the lowest, responsive, responsible bidder ETERNITY FUNERAL HOME & CREMATORY OF JACKSONVILLE, LLC in the amount of $296,300.00 for INDIGENT CREMATION/BURIAL PROGRAM FOR DUVAL COUNTY. Period of service will be from date of award through September 30, 2023, with two (2) one (1) year renewal options.

Funding Source: 00111.164017.531090.000000.00000000.00000.0000000, to be executed by purchase order(s).

Attachments: Recommendation Memo, Bid Tabulation Sheet, Terms and Conditions, Specifications

ANALYST: _____ RUBEN OLA

RESPECTFULLY SUBMITTED: _____ DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Johnnetta Moore, Chief, Social Services Division

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 10/13/2022

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 10/13/2022

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____ Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02