



## Legislation Text

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**File #:** 22-5166, **Version:** 1

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**Department:** Purchasing

**Department Head/Elected Official:** DeWight Dopslauf

**Regular or Supplemental RCA:** Regular RCA

**Type of Request:** Contract - Renewal

**Project ID (if applicable):** 190160

**Vendor/Entity Legal Name (if applicable):** Cemetery Service

**MWDBE Contracted Goal (if applicable):** N/A

**MWDBE Current Participation (if applicable):** N/A

**Justification for 0% MWDBE Participation Goal:** N/A - project was awarded prior to launch of County's M/WBE Program

**Request Summary (Agenda Caption):**

Request for approval of a renewal option with Cemetery Service for opening/closing of graves and related items for the Community Services Department for the period of October 1, 2022 - September 30, 2023 at a cost of \$93,365 (190160).

**Background and Discussion:**

The Opening and Closing of Graves and Related Items for the Harris County Community Services Department term contract was awarded to Cemetery Service on October 8, 2019, for the Indigent Burial Program. The contract was approved with four (4) one-year optional renewal terms. The Community Services Department recommends the renewal of the contract to Cemetery Service.

**Expected Impact:**

The county indigent program must have a contracted vendor to provide Opening and Closing of Graves and Related Items services.

**Alternative Options:**

N/A

**Alignment with Goal(s):**

- Justice and Safety
- Economic Opportunity
- Housing
- Public Health
- Transportation
- Flooding

- \_ Environment
- \_ Governance and Customer Service

**Prior Court Action (if any):**

Date	Agenda Item #	Action Taken
10/8/2019		Contract Awarded for one (1) year with four one-year renewals
10/29/2020		1 <sup>st</sup> Renewal approved in CC
8/10/2021	281	2 <sup>nd</sup> Renewal approved in CC

**Location:**

Address (if applicable): N/A

Precinct(s): Countywide

<b>Fiscal and Personnel Summary</b>			
Service Name			
	SFY 22	FY 23	Next 3 FYs
<b>Incremental Expenditures (do NOT write values in thousands or millions)</b>			
Labor Expenditures	\$	\$	\$
Non-Labor Expenditures	\$93,365	\$	\$
<b>Total Incremental Expenditures</b>	\$93,365	\$	\$
<b>Funding Sources (do NOT write values in thousands or millions)</b>			
Existing Budget			
1000 - General Fund	\$93,365	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
<b>Total Current Budget</b>	\$93,365	\$	\$
Additional Budget Requested			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
<b>Total Additional Budget Requested</b>	\$	\$	\$
<b>Total Funding Sources</b>	\$93,365	\$	\$
<b>Personnel (Fill out section only if requesting new PCNs)</b>			
Current Position Count for Service	-	-	-
Additional Positions Requested	-	-	-
<b>Total Personnel</b>	-	-	-

**Anticipated Court Date:** September 13, 2022

**Anticipated Implementation Date (if different from Court date):**

**Emergency/Disaster Recovery Note:** Not an emergency, disaster, or COVID-19 related item

**Contact(s) name, title, department:** Jessica Cooper, Assistant Director, CSD, Corey Douglas, Sr. Buyer, Purchasing Department

**Attachments** (if applicable): Letter