



**COMMISSIONERS COURT
COMMUNICATION**

COURT ORDER NUMBER 144970

PAGE 1 OF 6

DATE: 4/2/2025

**SUBJECT: RFQ NO. F2025093 - ANNUAL CONTRACT FOR BURIAL AND
CREMATORY SERVICES - TARRANT COUNTY DEPARTMENT OF
HUMAN SERVICES - VARIOUS VENDORS - PER CONTRACT TERMS**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court grant approval to conduct negotiations for RFQ No. F2025093, Annual Contract for Burial and Crematory Services, for Tarrant County Department of Human Services, with the following vendors based upon each vendor's ranking in the evaluation procedure:

Fort Worth Funerals & Cremation
North Texas Funeral Homes LLC d/b/a Alpine Funeral Home
T P H Group 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. Seven hundred twenty-eight (728) vendors were contacted and requested to participate in this process. All documents pertaining to this RFQ were posted on the Tarrant County website and were downloaded by interested parties. A pre-proposal conference held on February 18, 2025, was attended by four (4) vendors as well as representatives from the County Administrator's Office, Tarrant County Human Services, and Purchasing. Six (6) responses and three (3) no-bids were received.

Responses were evaluated by the County Administrator's Office, Tarrant County Department of Human Services, Medical Examiner's Office and Purchasing representatives. Evaluation was based upon the criteria and processes set forth in the RFQ.

The term of the contract is twelve (12) months, effective April 2, 2025, with five (5) options for renewal periods of twelve (12) months each.

The purpose of this agreement is to provide burial and cremation services for indigent and pauper decedents that meet the eligibility requirements outlined in the Tarrant County Policy for the Disposition of Deceased Paupers (Policy).

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



COMMISSIONERS COURT COMMUNICATION

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Therefore, it is the joint recommendation of Tarrant County Department of Human Services and Purchasing that the Commissioners Court grant approval to engage in negotiations for RFQ No. F2025093, Annual Contract for Burial and Crematory Services, with the vendors listed above at the per contract terms.

FISCAL IMPACT

The County's future cost will be determined by the services provided on an as-needed basis. The costs associated with this action are unknown at this time

RFQ No. F2025093 Annual Contract for Burial and Crematory Services

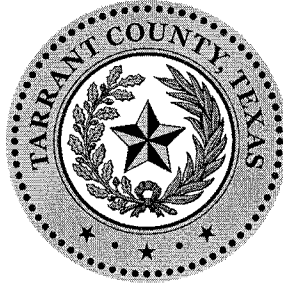
		North Texas Funral Homes LLC d/b/a Alpine Funeral Home Fort Worth, TX HUB: No CO-OP: Yes	T P H Group Inc. d/b/a The Major Funeral Home Grand Prairie, TX HUB: No CO-OP: Yes
Evaluation Criteria	Max. Points	Score	Score
Company Experience	15	14.75	14.75
Service Summary	70	62.50	47.50
Staff Plan	10	9.50	8.75
References	5	5.00	4.00
Total Score	100	91.75	75.00

		Fort Worth Funerals & Cremation Fort Worth, TX HUB: No CO-OP: Yes	Lucy Mortuary and Cremation Fort Worth, TX HUB: No
Evaluation Criteria	Max. Points	Score	Score
Company Experience	15	11.75	9.25
Service Summary	70	38.00	31.50
Staff Plan	10	5.25	4.75
References	5	5.00	0.00
Total Score	100	60.00	45.50

RFQ No. F2025093 Annual Contract for Burial and Crematory Services

		Roberts Death Care Services Inc. d/b/a Azleland Cemetery and Roberts Family Affordable Funeral Home Fort Worth, TX HUB: No	Cedar Hill Memorial Park, Inc. Arlington, TX HUB: No
Evaluation Criteria	Max. Points	Score	Score
Company Experience	15	11.50	1.00
Service Summary	70	0.00	0.00
Staff Plan	10	0.00	0.00
References	5	4.00	4.00
Total Score	100	15.50	5.00

Notes: No bids received from Coco LEDS LLC, Texas Pipeline Services and PSP Professional Service, Inc.



**TARRANT COUNTY
DEPARTMENT of HUMAN SERVICES
1200 Circle Drive - Suite 200
Fort Worth, Texas 76119
(817) 531-5620**

Email: tarrantcountyhumanservices@tarrantcountytx.gov

March 14, 2025

Niki Jones, Senior Buyer
Tarrant County Purchasing Department
100 East Weatherford, Suite 303
Fort Worth, TX 76196

Dear Niki Jones,

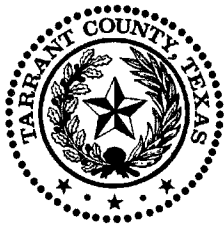
This letter is regarding the approval to negotiate for RFQ # F20250091, Annual Contract for Burial and Crematory Services for Tarrant County Department of Human Services. We recommend the following vendors be approved:

North Texas Funeral Homes LLC d/b/a Alpine Funeral Home
T P H Group Inc.
Fort Worth Funerals & Cremation

Sincerely,

Lisa Martin

Lisa Martin, Director
Tarrant County Department of Human Services



TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFQ No. F2025093 - Annual Contract for Burial and Crematory Services - Tarrant County Department of Human Services - Various Vendors - Per Contract Terms.

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: SHORT TIA or FULL TIA. Circle one after answering the questions in Sections II and III below.

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution, or order.

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation, or dedication of real property?

Yes _____ No √

2. Does the county action limit or restrict a real property right, even partially, or temporarily?

Yes _____ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.
