



PIMA COUNTY PROCUREMENT DEPARTMENT

130 W. Congress St., 3rd Floor
Mailstop # DT-AB3-126
Tucson, Arizona 85701-1317
Telephone: (520) 724-8161

SOLICITATION ADDENDUM

Solicitation Number: IFB # 134167
Solicitation Title: Mortuary and Cremation Services
Commodity /Contracts Officer: Jennifer Moore, CPPB
Addendum Number: # 3
Addendum Date: May 08, 2014

The following is provided in response to questions submitted by potential respondent and a review of the solicitation document issued by Addendum #2 on May 2, 2014.

Exhibit C - Price Bid schedule has been revised. Section C. Cremation Products and Services includes 3 additional line items.

Using the Offer Agreement document published by Addendum #2 in section 13. ACKNOWLEDGEMENT of SOLICITATION ADDENDA, Supplier should acknowledge receipt of Addendum 1, 2 and 3.

Submit as your bid the Offer Agreement: Mortuary and Cremation Services – revised by Addendum #2, including Pima County Standard Terms and Conditions, Exhibit A: Minimum Qualifications, Exhibit B – Scope of Work (revised) and the Exhibit C- Price Bid Schedule (revised) by this addendum #3.

Failure to submit Exhibit C- Price Bid Schedule revised by this Addendum # 3, may result in bid being rejected as non-responsive.

There is no need to submit copies of the solicitation documents originally published.

All other terms and conditions remain the same.

Best Regards,
Jennifer Moore, CPPB

Commodity Contracts Officer
Pima County Procurement
Materials & Services division
Jennifer.Moore@pima.gov
520.7916509 Fax

OFFER AGREEMENT

Exhibit C: Price Bid Schedule (Revised)

UNIT PRICES (Net 30 day Payment Terms)

Pricing shall take into consideration the cost of all incidentals, including but not limited to records, administration and maintenance, pick up of remains, refrigeration, properly clothing decedents, securing burial permit, obituary notice placement, supplying artificial grass and minor grounds maintenance.

ITEM #	ITEM NAME/DESCRIPTION Items to include and satisfy all Offer Agreement requirements, General & Item Specifications	ESTIMATED ANNUAL USAGE QUANTITY	UOM	UNIT PRICE \$	EXTENDED AMOUNT \$
A	MORTUARY SERVICES OVER 18 MONTHS OF AGE				
1	Liner for burial at Pima County Cemetery Only	2	EA	\$	\$
2	Casket for decedents weighting up to 175 lbs.	2	EA	\$	\$
3	Casket for decedents weighting between 175 – 300 lbs.	4	EA	\$	\$
4	Casket for decedents weighting over 300 lbs.	4	EA	\$	\$
5	Embalming	4	EA	\$	\$
6	Transportation from mortuary to the cemetery designated by Pima County Fiduciary	4	EA	\$	\$
7	Transportation from mortuary to cemetery designated by Pima County Public Fiduciary that is located over 30 miles from the mortuary.	4	EA	\$	\$
8	Additional Handling Charge for oversized bodies weighting between 175 lbs – 300 lbs plus – to include pick-up, mortuary, cremation, and transport.	4	EA	\$	\$
B	MORTUARY SERVICES UNDER 18 MONTHS OF AGE				
9	Liner for burial at Pima County Cemetery Only	2	EA	\$	\$
10	Casket	3	EA	\$	\$
11	Embalming	4	EA	\$	\$
12	Transportation from mortuary to the cemetery designated by Pima County Fiduciary	2	EA	\$	\$
13	Transportation from mortuary to cemetery designated by Pima County Public Fiduciary that is located over 30 miles from the mortuary.	1	EA	\$	\$
C	MISCELLANEOUS MORTUARY EXPENSES				
14	Visitation at viewing room max of 2 hours	20	EA	\$	\$
D	VETERANS FUNERAL SERVICES				
15	Casket	15	EA	\$	\$
16	Embalming	5	EA	\$	\$
17	Cremation	10	EA	\$	\$
18	Urn	10	EA	\$	\$
19	Transportation to the National cemetery in Sierra Vista	25	EA	\$	\$

OFFER AGREEMENT

Exhibit C: Price Bid Schedule

ITEM #	ITEM NAME/DESCRIPTION Items to include and satisfy all Offer Agreement requirements, General & Item Specifications	ESTIMATED ANNUAL USAGE QUANTITY	UOM	UNIT PRICE \$	EXTENDED AMOUNT \$
E	CREMATION PRODUCTS/SERVICES				
20	Cremation and cremation unit for decedent weighting up to 175 lbs.	195	EA	\$	\$
21	Cremation and cremation unit for decedent weighting between 175 -300 lbs.	4	EA	\$	\$
22	Cremation and cremation unit for decedent weighting over 300 lbs.	1	EA	\$	\$
23	Cremation and cremation unit for decedent under 18 months of age	5	EA	\$	\$
24	Cremation and cremation unit, Full body partially decomposed	5	EA	\$	\$
25	Cremation and cremation unit, Full Skeletal remains – more than half	10	EA	\$	\$
26	Cremation and unit, Less than half skeletal remains	10	EA	\$	\$
27	Visitation at viewing room max of 2 hours	30	EA		
28	Urn, heavy duty plastic	325	EA	\$	\$
28	Transportation and placement of Urns in Pima County Columbarium (1 Trip Per Month)	12	TRIP	\$	\$
FOB Destination/Unloaded; Cost of freight should be included in unit price. Although taxes will be paid IF applicable do NOT include sales tax in unit price.				TOTAL BID items 1-28 \$	

SALES TAX TYPE	ITEM #'S AFFECTED	TAXING JURISDICTION	SALES TAX %	SALES TAX \$ (IF ANY)
Items only				

For those items not specifically listed and priced above that may be provided within the defined scope of this agreement the Seller shall submit Master Price List (MPL) documents, diskette or compact disc and filenames or identify website address, identifying all other items offered pursuant to this agreement to include Description and Discounted Unit Price, or Unit Price and Discount % (Unit Price x Discount % = Discounted Unit Price). The resulting Unit Prices shall be of similar discount off List Prices as given for those items specifically defined above. Item Unit Prices above shall govern in case of conflict with the Master Price List.

List MPL Document by Title, MPL Media & Filenames or MPL Internet Address and Title(s)	Qty of Pages	Dated	Percentage Discount (Unit Price x Discount % = Discounted Unit Price)

OFFER AGREEMENT

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OFFER AGREEMENT

Exhibit C: Price Bid Schedule

STANDARD PAYMENT TERMS are **NET 30** from the date of valid invoice document and shall not commence until receipt of goods into payment system by the receiving Department and Supplier's Invoice is received and verified by County Financial Operations.

OPTIONAL EARLY PAYMENT DISCOUNT TERM: Pima County Administrative Procedure No. 22-35 section II.B.4 defines the County's practice regarding discounts for early payment. Supplier hereby offers the following discounts to those prices to be used for all orders issued pursuant to this agreement. County will utilize the existing payment code that best matches that offered and does not exceed the offered discount percentage. Payment days cannot be less than ten calendar days. Supplier shall submit valid invoice document consistent with the associated purchase order to County Finance Department at least seven (7) calendar days prior to the date on which the discounted payment is due. If desired, for any order issued pursuant with this agreement, the Supplier may offer early payment discounts that exceed this Standard Early Payment Discount.

Standard Early Payment Discount Percent: _____ % if payment tendered within _____ Days as above

SUSTAINABILITY: In accordance with BOS Resolution 2007-84, Pima County values and encourages sustainable practices. Please **CHECK which of the following your business incorporates:**

- Waste prevention/reduction or material recycling/reuse?
- Alternative energy/fuels (such as solar/wind energy, bio-diesel, alternative fuels, hybrid vehicles) in your program's preparation, transportation, and demonstration?
- Environmentally preferable materials (such as recycled materials; locally produced/manufactured products)?
- Sustainable practices that lessen impact on non-renewable resources and global climate change (such as reduction in water/energy/paper use; minimization of hazardous materials; use of compressed/flexible work schedules)?
- Other practices which coincide with the County's definition of sustainable practices (such as alternative modes of transportation; transportation minimization; life-cycle costs; product/packaging "take back" practices; preference to firms located within Pima County)?

END OF EXHIBIT C