



Board Agenda Item 22

DATE: August 20, 2019

TO: Board of Supervisors

SUBMITTED BY: Margaret Mims, Sheriff-Coroner-Public Administrator

SUBJECT: Retroactive Agreement with RR-M Reyna Inc., for Decedent Removal Services

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute a retroactive Agreement with RR-M Reyna Inc., for decedent removal services, effective May 16, 2019, which includes a three-year base contract and two optional one-year extensions, total not to exceed \$1,230,000.

There is no increase in Net County Cost associated with the recommended action. The item brought before your Board, if approved, will provide for decedent removal services to transport deceased from the scene of death to the Coroner's Office. This item is countywide.

ALTERNATIVE ACTION(S):

Non-approval of the recommended agreement would cause a disruption in the ability of the Coroner's Office to provide decedent removal services throughout Fresno County since the current agreement for such services expired May 15, 2019.

RETROACTIVE AGREEMENT:

The agreement is retroactive to May 16, 2019. The RFQ was initially issued on April 10, 2019 with a closure date of May 6, 2019. The closing date was extended to May 20, 2019 with the issuance of an addendum to the RFQ. The tentative award notice went out on May 29, 2019 with a one-week time frame for vendors to dispute the Department's decision. The final agreement was signed by RR-M Reyna Inc. on July 30, 2019.

FISCAL IMPACT:

There is no increase in Net County Cost (NCC) associated with the recommended action. The maximum cost associated with this agreement is \$738,000 for the three-year period of May 16, 2019 to May 15, 2022. If the options are exercised for years 4 and 5, the maximum costs per year will be \$246,000 with a total 5-year maximum of \$1,230,000. Actual expenditures for decedent removal services will be determined by the number of removals, location and type of services required. The estimated cost of decedent removal services for FY 2019-20 are estimated to be \$200,000 not to exceed the maximum cost of \$246,000 and are included in the Department's FY 2019-20 Recommended Budget for Org 3111 that will be presented to the Board in September 2019. Sufficient appropriations will be requested in all applicable subsequent budgets.

DISCUSSION:

On May 20, 2014, the Board approved an agreement with RR-M Reyna doing business as R&R Transport, for professional decedent removal services not to exceed five consecutive years. On May 1, 2018, the Board

approved an amendment to the agreement to increase the maximum of the agreement from \$782,000 to \$870,000 with no change in the term. The agreement expired on May 15, 2019.

The decedent removal services, as covered by the recommended agreement, are used to transport deceased from the scene of death to the Coroner's Office. If the cause of death is sudden or unexplained then an investigation would be done. When there is a natural cause of death, the transportation could still be required at the request of the next of kin when there has been no final disposition arranged at the time of death.

The Request for Quotation (RFQ) was issued by Internal Services-Purchasing Division on April 10, 2019 for the purpose of soliciting bids to provide decedent removal services for the Sheriff's Office. The contractor needs to be on call 24-hours a day, seven days a week for body removal services with specified time limits for different Zones and dry run removals are to be billed per call.

Two responses were received and reviewed by the Sheriff's Office. RR-M Reyna Inc., a local corporation doing business as R&R Transport, is the only bidder that met all requirements outlined in the RFQ and is the lowest bidder. Therefore, the Department is recommending RR-M Reyna Inc. for decedent removal services.

The recommended agreement will be effective May 16, 2019 through May 15, 2022 with the option to extend the term of agreement for two additional one-year periods upon thirty days advanced written notice under the same terms and conditions. Consistent with Board direction, the agreement includes delegation of authority to the Sheriff or designee to execute both optional extensions on behalf of the County based on the contractor meeting performance standards.

REFERENCE MATERIAL:

BAI # 34, May 1, 2018
BAI # 25, May 20, 2014

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk- Agreement with RR-M Reyna Inc.

CAO ANALYST:

Jeannie Z. Figueroa