



Alachua County Procurement

Theodore "TJ" White, Jr., NIGP-CPP, CPPB
Procurement Manager

Thomas J. Rouse
Contracts Supervisor

11/6/2025

MEMORANDUM

To: Theodore "TJ" White, Jr. NIGP-CPP, CPPB, Procurement Manager
From: Precious Merriweather, Procurement Agent I *PM*
Subject: **INTENT TO AWARD**
RFQu 26-31-PM Annual Indigent Cremation & Burial Program

Solicitation Deadline: 2:00 PM, Wednesday, September 3, 2025
Solicitation Notifications View Count: 321 Vendors
Solicitations Downloads: 14 Vendors
Solicitations Submissions: 3 Vendors

<u>Vendors:</u>	
Crevasse's Simple Cremation Gainesville, FL32606	Milam Funeral Home, Inc. Gainesville, FL 32601
Phillip & Sons, The Funeral Directors, Inc. Melrose, FL 32666	

RECOMMENDATION:

The board approves the Evaluation Committee's qualified vendors below for RFQu 26-31-PM Annual Indigent Cremation & Burial Program.

1. Crevasse's Simple Cremation
2. Milam Funeral Home, Inc.
3. Phillip & Sons, The Funeral Directors, Inc.

Approve the above qualified vendors and authorize staff to negotiate agreements with the three (3) top ranked firms.

TJ White _____ 11/10/25 _____
 Approved Date
 Theodore "TJ" White, Jr., CPPB
 Procurement Manager

TW/pm

Vendor Complaints or Grievances; Right to Protest

Unless otherwise governed by state or Federal law, this part shall govern the protest and appeal of Procurement decisions by the County. As used in Part A of Article 9 of the Procurement Code, the term “Bidder” includes anyone that submits a response to an invitation to bid or one who makes an offer in response to a solicitation (e.g., ITB, RFP, ITN), and is not limited solely to one that submits a bid in response to an Invitation to Bid (ITB).

- (1) *Notice of Solicitations and Awards.* The County shall provide notice of all solicitations and awards by electronic posting in accordance with the procedures and Florida law.
- (2) *Solicitation Protest.* Any prospective Bidder may file a solicitation protest concerning a solicitation.
 - (a) *Basis of the Solicitation Protest:* The alleged basis for a solicitation protest shall be limited to the following:
 - i. The terms, conditions or specifications of the solicitation are in violation of, or are inconsistent with this Code, Florida Statutes, County procedures and policies, or the terms of the solicitation at issue, including but not limited to the method of evaluating, ranking or awarding of the solicitation, reserving rights of further negotiations, or modifying or amending any resulting contract; or
 - ii. The solicitation instructions are unclear or contradictory.
 - (b) *Timing and Content of the Solicitation Protest:* The solicitation protest must be in writing and must be received by the Procurement Manager, twhite@alachuacounty.us by no later than the solicitation’s question submission deadline. Failure to timely file a solicitation protest shall constitute a total and complete waiver of the Bidder’s right to protest or appeal any solicitation defects, and shall bar the Bidder from subsequently raising such solicitation defects in any subsequent Award Protest, if any, or any other administrative or legal proceeding. In the event a solicitation protest is timely filed, the protesting party shall be deemed to have waived any and all solicitation defects that were not timely alleged in the protesting party’s solicitation protest, and the protesting party shall be forever barred from subsequently raising or appealing said solicitation defects in a subsequent award protest, if any, or any other administrative or legal proceeding. The solicitation protest must include, at a minimum, the following information:
 - i. The name, address, e-mail and telephone number of the protesting party;
 - ii. The solicitation number and title;
 - iii. Information sufficient to establish that the protesting party has legal standing to file the solicitation Protest because:
 1. It has a substantial interest in and is aggrieved in connection with the solicitation; and
 2. That the protesting party is responsive, in accordance with the criteria set forth in the solicitation, unless the basis for the Solicitation Protest alleges that the criteria set forth in the solicitation is defective, in which case the protesting party must demonstrate that it is responsive in accordance with the criteria that the protesting party alleges should be used;
 - iv. A detailed statement of the basis for the protest;
 - v. References to section of the Code, Florida Statutes, County policies or procedure or solicitation term that the protesting party alleges have been violated by the County or that entitles the protesting party to the relief requested;
 - vi. All supporting evidence or documents that substantiate the protesting party’s alleged basis for the protest; and
 - vii. The form of the relief requested.
 - (c) *Review and Determination of Protest:* If the Solicitation Protest is not timely, the Procurement Manager shall notify the protesting party that the Solicitation Protest is untimely and, therefore, rejected. The Procurement Manager shall consider all timely Solicitation Protests and may conduct any inquiry that the Procurement Manager deems necessary to make a determination regarding a protest. The Procurement Manager shall issue a written determination granting or denying the protest. The written determination shall contain a concise statement of the basis for the determination.

(d) *Appeal:* If the protesting party is not satisfied with the Procurement Manager's determination, the protesting party may appeal the determination to the County Manager by filing a written appeal, which sets forth the basis upon which the appeal is based, including all supporting documentation. The scope of the appeal shall be limited to the basis alleged in the Solicitation Protest. The appeal must be filed with the Procurement Manager within five business days of the date on which the Procurement Manager's written determination was sent to the protesting party. Failure to timely file an appeal shall constitute a waiver of the protesting party's rights to an appeal of the Procurement Manager's determination, and the protesting party shall be forever barred from subsequently raising or appealing said Solicitation defects in a subsequent award protest, if any, or any other administrative or legal proceeding. After considering the appeal, the County Manager must determine whether the solicitation should stand, be revised, or be cancelled, and issue a written determination and provide copies of the determination to the protesting party. The determination of the County Manager shall be final and not subject to further appeal under this code.

(3) *Award Protest.* Any Bidder who is not the intended awardee and who claims to be the rightful awardee may file an award protest. However, an award protest is not valid and shall be rejected for lack of standing if it does not demonstrate that the protesting party would be awarded the Solicitation if its protest is upheld.

(a) *Basis of the Award Protest:* The alleged basis for an Award Protest shall be limited to the following:

- i. The protesting party was incorrectly deemed non-responsive due to an incorrect assessment of fact or law;
- ii. The County failed to substantively follow the procedures or requirements specified in the solicitation documents, except for minor irregularities that were waived by the County in accordance with this Code, which resulted in a competitive disadvantage to the protesting party; and
- iii. The County made a mathematical error in evaluating the responses to the solicitation, resulting in an incorrect score and not *protesting party not being selected for award*.

(b) *Timing and Content of the Award Protest:* The Award Protest must be in writing and must be received by the Procurement Manager, twhite@alachuacounty.us by no later than 3:00 PM on the third business day after the County's proposed Award decision was posted by the County. Failure to timely file an Award Protest shall constitute a total and complete waiver of the Bidder's right to protest or appeal the County's proposed Award decision in any administrative or legal proceeding. In the event an Award Protest is timely filed, the protesting party shall be deemed to have waived any and all proposed Award defects that were not timely alleged in the protesting party's Award Protest, and the protesting party shall be forever barred from subsequently raising or appealing said Award defects in any administrative or legal proceeding. The Award Protest must include, at a minimum, the following information:

- i. The name, address, e-mail and telephone number of the protesting party;
- ii. The Solicitation number and title;
- iii. Information sufficient to establish that the protesting party's response was responsive to the Solicitation;
- iv. Information sufficient to establish that the protesting party has legal standing to file the Solicitation Protest because:
 1. The protesting party submitted a response to the Solicitation or other basis for establishing legal standing;
 2. The protesting party has a substantial interest in and is aggrieved in connection with the proposed Award decision; and
 3. The protesting party, and not any other bidder, should be awarded the Solicitation if the protesting party's Award Protest is upheld.
- v. A detailed statement of the basis for the protest;
- vi. References to section of the Code, Florida Statutes, County policies or procedure or solicitation term that the protesting party alleges have been violated by the County or that entitles the protesting party to the relief requested;

- vii. All supporting evidence or documents that substantiate the protesting party's alleged basis for the protest; and
 - viii. The form of the relief requested.
- (c) *Review and Determination of Protest:* If the Award Protest is not timely, the Procurement Manager shall notify the protesting party that the Award Protests is untimely and, therefore, rejected. The Procurement Manager shall consider all timely Award Protests and may conduct any inquiry that the county Procurement Manager deems necessary to resolve the protest by mutual agreement or to make a determination regarding the protests. The Procurement Manager shall issue a written determination granting or denying each protest. The written determination shall contain a concise statement of the basis for the determination.
- (d) Appeal:
- i. If the protesting party is not satisfied with the Procurement Manager's determination, the protesting party may appeal the determination to the County Manager by filing a written appeal, which sets forth the basis upon which the appeal is based. The scope of the appeal shall be limited to the basis alleged in the award protest. The appeal must be filed with the Procurement Manager within five business days of the date on which the Procurement Manager's written determination was mailed to the protesting party. Failure to timely file an appeal shall constitute a waiver of the protesting party's rights to an appeal of the Procurement Manager's determination, and the protesting party shall be forever barred from subsequently raising or appealing said award defects in any administrative or legal proceeding.
 - ii. After reviewing the appeal, the County Manager will issue a written final determination and provide copies of the determination to the protesting party. Prior to issuing a final determination, the County Manager, in his or her discretion, may direct a hearing officer, or magistrate, to conduct an administrative hearing in connection with the protest and issue findings and recommendations to the County Manager. Prior to a hearing, if held, the Procurement Manager must file with the hearing officer the protest, any background information, and his or her written determination. The protesting party and the County shall equally share the cost of conducting any hearing, including the services of the hearing officer. If applicable, the County Manager may wait to issue a written final determination until after receipt of the findings and recommendations of the hearing officer. The determination of the County Manager shall be final and not subject to further appeal under this code.
- (4) *Burden of Proof:* Unless otherwise provide by Florida law, the burden of proof shall rest with the protesting party.
- (5) *Stay of Procurements during Protests.* In the event of a timely protest, the County shall not proceed further with the solicitation or with the award of the contract until the Procurement Manager, after consultation with the head of the using department, makes a written determination that the award of the solicitation without delay is:
- (a) Necessary to avoid an immediate and serious danger to the public health, safety, or welfare;
 - (b) Necessary to avoid or substantial reduce significant damage to County property;
 - (c) Necessary to *avoid or substantially reduce interruption of essential County Services; or;*
 - (d) Otherwise in the best interest of the public.



Alachua County, Florida

Procurement

Theodore "TJ" White, Jr. CPPB, Procurement Manager
 County Administration Building, Gainesville, FL 32601
 (352) 374-5202

EXECUTIVE SUMMARY

RFQ No. RFQu 26-31-PM

Annual Indigent Cremation & Burial Program

RESPONSE DEADLINE: September 3, 2025 at 12:00 am

Thursday, November 6, 2025

SOLICITATION OVERVIEW

Project Title	Annual Indigent Cremation & Burial Program
Project ID	RFQu 26-31-PM
Project Type	Request For Qualification
Release Date	August 6, 2025
Due Date	September 3, 2025
Procurement Agent	Precious Merriweather
Evaluators	Sarai Cabrera, Satori Days, Candie Nixon
Project Description	<p>The Indigent Cremation Program, through local contracted funeral home vendors will provide services for indigent and/or unclaimed individuals that died in Alachua County, as designated by the County.</p> <p>The services requested, herein, are for Annual Indigent Funeral Services. Alachua County has a Cremation Only policy. Any exceptions to this policy must be approved by the Alachua County Division of Social Services. Services include the provision of direct cremation or burial (exception only) of indigent and/or unclaimed persons who die within the confines of Alachua County in accordance with Chapter 470 of the Florida Statutes.</p> <p>It is estimated that there will be one hundred and fifty indigent services in each twelve-month period with approximately ninety percent of those being cremations. The County's intent is to award to more than one qualified vendor. The awarded vendors are not guaranteed a specific number of services to be approved, as program is based on Annual as needed basis.</p> <p>It is the intent of Alachua County to use this solicitation to qualify vendors for The Indigent Burial and Cremation Program.</p>

Introduction

Summary

Alachua County Board of County Commissioners is seeking qualification from licensed professionals (hereinafter, referred to as providers) for the provision of RFQu 26-31-PM Annual Indigent Cremation & Burial Program.

The following apply to this request for qualification: Instruction to Proposers, Terms and Conditions, Insurance, Scope of Work, Proposal Requirements and Organization, Request for Proposal Selection Procedures, Evaluation Phases, Attachments, Submittals and Sample Agreement/Contract.

The Indigent Cremation Program, through local contracted funeral home vendors will provide services for indigent and/or unclaimed individuals that died in Alachua County, as designated by the County.

The services requested, herein, are for Annual Indigent Funeral Services. **Alachua County has a Cremation Only policy. Any exceptions to this policy must be approved by the Alachua County Division of Social Services.** Services include the provision of direct cremation or burial (exception only) of indigent and/or unclaimed persons who die within the confines of Alachua County in accordance with Chapter 470 of the Florida Statutes.

It is estimated that there will be one hundred and fifty indigent services in each twelve-month period with approximately ninety percent of those being cremations. The County's intent is to award to more than one qualified vendor. The awarded vendors are not guaranteed a specific number of services to be approved, as program is based on Annual as needed basis.

It is the intent of Alachua County to use this solicitation to qualify vendors for The Indigent Burial and Cremation Program.

Background

Location: Alachua County is located in North Central Florida. The County government seat is situated in Gainesville. Gainesville is located 70 miles southwest of Jacksonville, 129 miles southeast of Tallahassee, 140 miles northeast of Tampa - St. Petersburg and 109 miles northwest of Orlando. Alachua County has a population of over 250,000 and a regional airport. The County itself consists of a total area of 969 square miles.

Form of Government: Alachua County is governed by a Board of five (5) elected County Commissioners and operates under the established County Manager Charter form of government. In addition to the five County Commissioners, there are five elected Constitutional Officers: Supervisor of Elections, Sheriff, Clerk of the Court, Tax Collector, and the Property Appraiser. The Alachua County Attorney also reports to the Board.

Contact Information

Precious Merriweather

Procurement Agent I

Email: pmerriweather@alachuacounty.us

Phone: [\(352\) 337-6269](tel:(352)337-6269)

Department:
Community Support Services

Timeline

OpenGov Release Project Date	August 6, 2025
Pre-Solcitiation Meeting (Non-Mandatory)	August 14, 2025, 1:00pm Community Support Services Conference Room A 218 SE 24th ST, Gainesville, FL 32641 Microsoft Teams Need help? Join the meeting now Meeting ID: 267 766 606 624 4 Passcode: 5zT7Le3X
Question Submission Deadline	August 24, 2025, 12:01am

Solicitation Submission Deadline	<p>September 3, 2025, 12:00am The scheduled solicitation opening will occur via Zoom; the information to join is provided below. Attendance (live viewing) of the proposals opening is not required.</p> <p>Join Zoom Meeting https://zoom.us/j/93437702771?pwd=S2QxMVpUTG5xQUtBTEVMbkRxakNEZz09</p> <p>Meeting ID: 934 3770 2771 Passcode: 702897 One tap mobile +13126266799,,93437702771# US (Chicago) +19292056099,,93437702771# US (New York)</p> <p>Dial by your location +1 312 626 6799 US (Chicago) +1 929 205 6099 US (New York) +1 301 715 8592 US (Germantown) +1 346 248 7799 US (Houston) +1 669 900 6833 US (San Jose) +1 253 215 8782 US (Tacoma) Meeting ID: 934 3770 2771 Find your local number: https://zoom.us/u/adtsfjybhW</p> <p>If you have a disability and need an accommodation in order to participate in a County program, service or public meeting, please contact the Alachua County ADA Coordinator at ADA@alachuacounty.us or Equal Opportunity Office at 352-374-5275 at least 7 business days prior to the event. TDD/TTY users, please call 711 (Florida Relay Service)</p>
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SOLICITATION STATUS HISTORY

Date	Changed To	Changed By
Jun 6, 2025 9:23 AM	Draft	Precious Merriweather

EXECUTIVE SUMMARY
 RFQ No. RFQu 26-31-PM
 Annual Indigent Cremation & Burial Program

Date	Changed To	Changed By
Jul 8, 2025 9:24 AM	Review	Precious Merriweather
Aug 6, 2025 3:25 PM	Final	Precious Merriweather
Aug 6, 2025 3:25 PM	Post Pending	Precious Merriweather
Aug 6, 2025 3:30 PM	Open	OpenGov Bot
Sep 3, 2025 12:00 AM	Pending	OpenGov Bot
Sep 10, 2025 10:16 AM	Evaluation	Precious Merriweather

PROPOSALS RECEIVED

Status	Vendor	Contact Info	Submission Date
Submitted	Crevasse's Simple Cremation	Julie Bishop julie@crevassesimplecremation.com	Aug 11, 2025 2:03 PM
Submitted	Milam Funeral Home, Inc.	Jordan Lounsberry jordan@milamfh.com	Sep 2, 2025 3:04 PM
No Bid	Patterson Veterinary	Gregory Pounds pvs.orders.gov- institute@pattersonvet.com	Aug 7, 2025 9:41 AM
Submitted	Phillip & Sons, The Funeral Directors, Inc.	Robin Crawford robin@phillipsonsf.com	Sep 2, 2025 11:50 AM

VENDOR QUESTIONNAIRE PASS/FAIL

Question Title	Crevasse's Simple Cremation	Milam Funeral Home, Inc.	Phillip & Sons, The Funeral Directors, Inc.
Corporate Resolution Granting Signature	Pass	Pass	Pass
Acknowledge that you have reviewed all Addendum(s) issued with this solicitation.	Pass	Pass	Pass
Conflict of Interest	Pass	Pass	Pass
Drug Free Workplace	Pass	Pass	Pass
State Compliance	Pass	Pass	Pass
Request for W9	Pass	Pass	Pass
Vendor Eligibility	Pass	Pass	Pass
Responsible Agent Designation	Pass	Pass	Pass

EXECUTIVE SUMMARY

RFQ No. RFQu 26-31-PM

Annual Indigent Cremation & Burial Program

Question Title	Crevasse's Simple Cremation	Milam Funeral Home, Inc.	Phillip & Sons, The Funeral Directors, Inc.
What year was your funeral home business established?	Pass	Pass	Pass
Upload your business' required licensing for operating a funeral home.	Pass	Pass	Pass
Does your business have a licensed funeral director on staff?	Pass	Pass	Pass
Please upload the license of your on-staff funeral director.	Pass	Pass	Pass
Does your business provide BOTH burial and cremation services?	Pass	Pass	Pass
Please upload your Direct Disposal Establishment license	No Response	Pass	No Response
Select the service your business does NOT provide.	Pass	No Response	Pass
What is your plan to coordinate final disposition at no additional charge?	Pass	No Response	Pass
Provide the name, phone number, and address of your business partner, who will be collaborating with you on this project	Pass	No Response	Pass
Does your business have internal transport for decedent pick-up?	Pass	Pass	Pass
Provide the name, phone number, and address of the transport company.	No Response	Pass	No Response
Does your business have on-site refrigerated storage in Alachua County that meets industry standards?	Pass	Pass	Pass

EXECUTIVE SUMMARY

RFQ No. RFQu 26-31-PM

Annual Indigent Cremation & Burial Program

Question Title	Crevasse's Simple Cremation	Milam Funeral Home, Inc.	Phillip & Sons, The Funeral Directors, Inc.
Provide the name, phone number, and address of your business partner, who will provide refrigeration services.	No Response	No Response	Pass
What is the refrigerated storage capacity?	Pass	Pass	No Response
Does your business have an on-site crematory in Alachua County?	Pass	Pass	Pass
Provide the name, phone number, and address of your business partner, who will provide crematory services.	No Response	No Response	Pass
Is your business' crematory in compliance with EPA/EPD minimum standards?	Pass	Pass	Pass
What is your business' procedures for 24-hour response to decedent rotation pick up?	Pass	Pass	Pass
What is your business' average time from decent pick-up to cremation completion?	Pass	Pass	Pass
What is your business' average time from decent pick-up to burial completion?	Pass	Pass	Pass
Describe the steps taken by your business to search for next of kin or other legally authorized individuals? What recourses/systems are used in the search?	Pass	Pass	Pass

Question Title	Crevasse's Simple Cremation	Milam Funeral Home, Inc.	Phillip & Sons, The Funeral Directors, Inc.
What is your business' process for coordinating payment with other institutions, such as a nursing home that has patient account funds?	Pass	Pass	Pass
What process does your business have in place to determine if the decedent had a life or burial policy?	Pass	Pass	Pass
Are you able to provide individual invoices that are itemized after completion of the final disposition for each case and wait for payment to be issued?	Pass	Pass	Pass
If selected, do you understand that there will be no additional payment for third-party services?	Pass	Pass	Pass
Do you understand that payment for services is limited to the types and amounts included in this RFQ?	Pass	Pass	Pass
Acknowledgement of Requirements	Pass	Pass	Pass

QUESTIONS AND ANSWERS

No Questions Received.

ADDENDA & NOTICES

ADDENDA ISSUED:

No Addenda issued.

NOTICES ISSUED:

Notice #1

Aug 11, 2025 8:39 AM

EXECUTIVE SUMMARY

RFQ No. RFQu 26-31-PM

Annual Indigent Cremation & Burial Program

The Public Meeting for the Pre-Bid Meeting originally scheduled for August 14 at 1pm has been rescheduled to August 15th at 1pm.

Alachua County Procurement announces a public meeting to which are invited to attend an Information Meeting on **Friday, August 15, 2025**, 1:00 PM to for vendors to attend and ask questions about the process and the solicitation RFQu 26-31-PM Annual Indigent Cremation & Burial Program.

Topic: Public Notice of Evaluation Committee Meeting for RFQu 26-31-PM Annual Indigent Cremation & Burial Program

Time: **Friday, August 15, 2025** at 1:00 pm Eastern Time (US and Canada)

Location: Community Support Services
Conference Room A
218 SE 24th ST,
Gainesville, FL 32641

Microsoft Teams

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MjiZDA0ZjYtOGMwZi00N2U3LTgxOWUtY2NkOTMzM2RiY2Jj%40thread.v2/0?context=%7b%22Tid%22%3a%2290fc851d-766d-4d7b-a09c-bfbf1d2dac94%22%2c%22Oid%22%3a%22a7415bac-2a66-4acb-a196-d73a8994b0a7%22%7d

Meeting ID: 267 766 606 624 4

Passcode: 5zT7Le3X

Dial in by phone

[+1 469-998-7938](tel:+14699987938), [796847421#](tel:+1796847421) United States, Dallas

[Find a local number](#)

Phone conference ID: 796 847 421#

These meetings are subject to change and/or cancellation. If you have any questions regarding these meetings, please call 352.384.3090. All persons are advised that, if they decide to contest any decision made at any of these meetings, they will need a record of the proceedings and, for such purpose, they may need to ensure that verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based. If any accommodations are needed for persons with disabilities, please contact the County's Equal Opportunity Office at (352)374-5275 or (TTD) (352)-374-5284.

Notice #2

Aug 15, 2025 2:39 PM

The Pre-Bid Meeting was held on August 15, 2025, please see attached for the Recording and PowerPoint.

Attachments:

EXECUTIVE SUMMARY

RFQ No. RFQu 26-31-PM

Annual Indigent Cremation & Burial Program

- [RFQual 26-31-PM IBC PreBid Meeting RECORDING](#)
- [RFQual 26-31-PM IBC PreBid Meeting POWERPOINT](#)

Notice #3

Sep 29, 2025 8:37 AM

Alachua County Procurement announces a public meeting to which are invited to attend an Evaluation Committee Meeting on **Friday, October 17, 2025**, 9:00 AM for the Evaluation Committee to discuss scores and submit final ranking for RFQu 26-31-PM Annual Indigent Cremation & Burial Program.

Topic: Public Notice of Evaluation Committee Meeting for RFQu 26-31-PM Annual Indigent Cremation & Burial Program

Time: **Friday, October 17, 2025** at 9:00 am Eastern Time (US and Canada)

Location: Community Support Services

Conference Room A
218 SE 24th ST,
Gainesville, FL 32641

Microsoft Teams

https://teams.microsoft.com/l/meetup-join/19%3ameeting_Y2E2MjNmOGEtNmQzOC00Mjl2LWE4MjgtMDRhNDI1YjYzZDk3%40thead.v2/0?context=%7b%22Tid%22%3a%2290fc851d-766d-4d7b-a09c-bfbf1d2dac94%22%2c%22Oid%22%3a%22a7415bac-2a66-4acb-a196-d73a8994b0a7%22%7d

-
Meeting ID: 222 575 627 991 4

Passcode: n8FL7iT9

Dial in by phone

[+1 469-998-7938](tel:+14699987938), [668126843#](tel:+1469998668126843) United States, Dallas

[Find a local number](#)

Phone conference ID: 668 126 843#

These meetings are subject to change and/or cancellation. If you have any questions regarding these meetings, please call 352.384.3090. All persons are advised that, if they decide to contest any decision made at any of these meetings, they will need a record of the proceedings and, for such purpose, they may need to ensure that verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based. If any accommodations are needed for persons with disabilities, please contact the County's Equal Opportunity Office at (352)374-5275 or (TTD) (352)-374-5284.

Attachments:

- [PM Notice Template - RFQu 26-31-PM Annual Indigent Cremation & Burial Program](#)

Notice #4

Oct 17, 2025 7:41 AM

EXECUTIVE SUMMARY

RFQ No. RFQu 26-31-PM

Annual Indigent Cremation & Burial Program

This notice is to announce the cancellation of the Public Meeting for October 17, 2025 at 9:00am. The rescheduled date will be provided at a later time.

Notice #5

Nov 4, 2025 1:45 PM

Alachua County Procurement announces a public meeting to which are invited to attend an Evaluation Committee Meeting on **Thursday, November 6, 2025**, 3:00 PM for the Evaluation Committee to discuss scores and submit final ranking for RFQu 26-31-PM Annual Indigent Cremation & Burial Program.

Topic: Public Notice of Evaluation Committee Meeting for RFQu 26-31-PM Annual Indigent Cremation & Burial Program

Time: **Thursday, November 6, 2025** at 3:00 pm Eastern Time (US and Canada)

Location: Community Support Services

Conference Room A
218 SE 24th ST,
Gainesville, FL 32641

https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZGQ5ZGY1Y2MtZDc0OC00Yml1LWE3Y2QtYjUwZjlzMmQ3YmJk%40threa.d.v2/0?context=%7b%22Tid%22%3a%2290fc851d-766d-4d7b-a09c-bfbf1d2dac94%22%2c%22Oid%22%3a%22a7415bac-2a66-4acb-a196-d73a8994b0a7%22%7d

Meeting ID: 271 508 403 758 5

Passcode: NR7dL7ys

Dial in by phone

[+1 469-998-7938](tel:+14699987938), [738410886#](tel:+1738410886) United States, Dallas

[Find a local number](#)

Phone conference ID: 738 410 886#

These meetings are subject to change and/or cancellation. If you have any questions regarding these meetings, please call 352.384.3090. All persons are advised that, if they decide to contest any decision made at any of these meetings, they will need a record of the proceedings and, for such purpose, they may need to ensure that verbatim record of the proceedings is made which record includes the testimony and evidence upon which the appeal is to be based. If any accommodations are needed for persons with disabilities, please contact the County's Equal Opportunity Office at (352)374-5275 or (TTD) (352)-374-5284.

Attachments:

· [PM Notice Template - RFQu 26-31-PM Annual Indigent Cremation & Burial Program 11-6-2026](#)

EVALUATION

PHASE 1

EVALUATORS

Name	Title	Agreement Accepted On
Sarai Cabrera	Director, Division of Social Services	Sep 22, 2025 11:17 AM
Satori Days	Program Manager	Sep 10, 2025 11:51 AM
Candie Nixon	Assistant Director	Sep 29, 2025 1:53 PM

EVALUATION CRITERIA

Criteria	Scoring Method	Weight (Points)
Licensing and Accreditation	Points Based	25 (25% of Total)

Description:
 Valid funeral home license
 Licensed funeral director
 Licensed crematory operator (if applicable)

Criteria	Scoring Method	Weight (Points)
Experience and Capacity	Points Based	20 (20% of Total)

Description:
 Established Operation
 Capacity to respond to rotation list participation
 Capacity to manage expect volumes

Criteria	Scoring Method	Weight (Points)
Scope and Services	Points Based	25 (25% of Total)

Description:
 Able to provide transportation/removal services
 Able to store remains, until final disposition
 Able to provide both cremations and burials, or provides an alternate – non-additional cost option
 Able to provide containers – meeting state standards and contract
 Able to comply with program limitations (no augmentations, etc.)

EXECUTIVE SUMMARY

RFQ No. RFQu 26-31-PM

Annual Indigent Cremation & Burial Program

Criteria	Scoring Method	Weight (Points)
Fee Structure	Points Based	20 (20% of Total)

Description:

Willing to adhere to maximum allowable price under program

Ability to provide itemized invoices

Criteria	Scoring Method	Weight (Points)
Responsiveness and Customer Service	Points Based	10 (10% of Total)

Description:

Open to collaborations with other like vendors and understands responsiveness

Availability to respond 24/7 for on-call removals

AGGREGATE SCORES SUMMARY

Vendor	Sarai Cabrera	Satori Days	Candie Nixon	Total Score (Max Score 100)
Crevasse's Simple Cremation	100	100	100	100
Milam Funeral Home, Inc.	100	100	100	100
Phillip & Sons, The Funeral Directors, Inc.	100	100	100	100

VENDOR SCORES BY EVALUATION CRITERIA

Vendor	Licensing and Accreditation Points Based 25 Points (25%)	Experience and Capacity Points Based 20 Points (20%)	Scope and Services Points Based 25 Points (25%)	Fee Structure Points Based 20 Points (20%)
Crevasse's Simple Cremation	25	20	25	20
Milam Funeral Home, Inc.	25	20	25	20
Phillip & Sons, The Funeral Directors, Inc.	25	20	25	20

Vendor	Responsiveness and Customer Service Points Based 10 Points (10%)	Total Score (Max Score 100)
Crevasse's Simple Cremation	10	100
Milam Funeral Home, Inc.	10	100
Phillip & Sons, The Funeral Directors, Inc.	10	100

INDIVIDUAL PROPOSAL SCORES

Crevasse's Simple Cremation

Licensing and Accreditation | Points Based | 25 Points (25%)

Sarai Cabrera: 25
Satori Days: 25
Candie Nixon: 25

Experience and Capacity | Points Based | 20 Points (20%)

Sarai Cabrera: 20
Satori Days: 20
Candie Nixon: 20

Scope and Services | Points Based | 25 Points (25%)

Sarai Cabrera: 25
Will contact other providers, if a case becomes burial
Satori Days: 25
Candie Nixon: 25

Fee Structure | Points Based | 20 Points (20%)

Sarai Cabrera: 20
Satori Days: 20
Candie Nixon: 20

Responsiveness and Customer Service | Points Based | 10 Points (10%)

Sarai Cabrera: 10
Satori Days: 10

Candie Nixon: 10

Milam Funeral Home, Inc.

Licensing and Accreditation | Points Based | 25 Points (25%)

Sarai Cabrera: 25

Satori Days: 25

Candie Nixon: 25

Experience and Capacity | Points Based | 20 Points (20%)

Sarai Cabrera: 20

Satori Days: 20

Candie Nixon: 20

Scope and Services | Points Based | 25 Points (25%)

Sarai Cabrera: 25

Satori Days: 25

Candie Nixon: 25

Fee Structure | Points Based | 20 Points (20%)

Sarai Cabrera: 20

Satori Days: 20

Candie Nixon: 20

Responsiveness and Customer Service | Points Based | 10 Points (10%)

Sarai Cabrera: 10

Satori Days: 10

Candie Nixon: 10

Phillip & Sons, The Funeral Directors, Inc.

Licensing and Accreditation | Points Based | 25 Points (25%)

Sarai Cabrera: 25

Satori Days: 25

Candie Nixon: 25

Experience and Capacity | Points Based | 20 Points (20%)

Sarai Cabrera: 20

Satori Days: 20

Candie Nixon: 20

Scope and Services | Points Based | 25 Points (25%)

Sarai Cabrera: 25

Satori Days: 25

Candie Nixon: 25

Fee Structure | Points Based | 20 Points (20%)

Sarai Cabrera: 20

Satori Days: 20

Candie Nixon: 20

Responsiveness and Customer Service | Points Based | 10 Points (10%)

Sarai Cabrera: 10

Same day response - within a couple of hours

Satori Days: 10

Candie Nixon: 10

Signature: Precious Merriweather

Precious Merriweather (Nov 6, 2025 16:58:46 EST)

Email: pmerriweather@alachuacounty.us










ITA RFQu 26-31 Annual Indigent Cremation & Burial Program

Final Audit Report

2025-11-10

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