

## Event Summary - Cremation Services

<b>Type</b>	Request for Quote	<b>Number</b>	244-RFQ-0318-2023
<b>Stage Title</b>	-	<b>Organization</b>	DASlowa
<b>Currency</b>	US Dollar	<b>Event Status</b>	Approved
<b>Department</b>	Corrections-Iowa Medical and Classification Center	<b>Exported on</b>	1/19/2023
<b>Exported by</b>	Carol Manternach	<b>Estimated Value</b>	-
<b>Payment Terms</b>	0% 0, Net 60		

## Bid and Evaluation

<b>Respond by Proxy</b>	Disallow	<b>Use Panel Questionnaire</b>	No
<b>Sealed Bid</b>	Yes	<b>Auto Score</b>	No
		<b>Cost Analysis</b>	No
<b>Alternate Items</b>	No	<b>Confidential Pricing</b>	No

## Visibility and Communication

**Visible to Public** Yes

**Enter a short description for this public event**

*Cremation Services for Inmates while incarcerated at IMCC*

## Commodity Codes

<b>Commodity Code</b>	<b>Description</b>
95264	Mortuary and Funeral Services, Including Crematory Services

## Event Dates

<b>Time Zone</b>	CDT/CST - Central Standard Time (US/Central)
<b>Released</b>	-
<b>Open</b>	1/21/2023 1:30 PM CST
<b>Close</b>	1/27/2023 11:00 AM CST
<b>Sealed Until</b>	1/27/2023 11:00 AM
	Show Sealed Bid Open Date to Vendor
<b>Q&amp;A Close</b>	1/26/2023 11:00 AM CST

## Event Users

### Event Creator

**Carol Manternach**

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Phone +1 319-626-4215

### Event Owners

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**Karl Wendt**

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**Carol Manternach**

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**Laura Shannon**

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### Contacts

**Carol Manternach**

[Carol.Manternach@iowa.gov](mailto:Carol.Manternach@iowa.gov)

Phone +1 319-626-4215

**Stakeholders**

*There is no user added to group*

## Description

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The purpose of this Request for Quote (RFQ) is to solicit quotes from qualified providers to provide the goods and/or services described further in this RFQ to the Lead Agency and any Participating Agencies.

This RFQ is designed to provide Bidders with the information necessary for the preparation of competitive quotes. The RFQ process is for the Lead Agency's and Participating Agencies' benefit and is intended to provide the Lead Agency with competitive information to assist in the selection process. It is not intended to be comprehensive. Each Bidder is responsible for determining all factors necessary for the submission of a comprehensive quote.

**It is advised to "Save Progress" often and especially after uploading documents.**

**NOTE: Anytime the Bidder opens their bid after the initial submission, they MUST certify and resubmit. No information will be lost from the initial submission.**

**NOTE: Bidder must approve and resubmit their bid after an amendment has been posted by the Issuing Officer. If the bid was submitted before the amendment, all information will be saved. The Bidder only needs to read and acknowledge the amendment.**

**Instructions for Amendments:** Answer the newly posted question in the Questions Section, and CERTIFY and SUBMIT your bid again (if previously submitted).

Iowa Medical & Classification Center is a state agency under the Iowa Dept of Corrections, located in Coralville, IA. This RFQ is for the cremation of deceased individuals under the supervision of IMCC. Vendor will be responsible for removal of body from either facility in Coralville or UofI Hospital & Clinics in Iowa City. Contractor will abide by all rules and regulations as outlined in the Iowa Administrative code Chapter 100 section 645-100.1-645-100.11(4).

Responsibilities of Vendor to include:

1. Transfer of deceased offender from IMCC or UIHC upon notification of IMCC staff.
2. Perform Direct Cremation Services
3. Ship remains to address as provided by IMCC staff
4. File Necessary paperwork with state and local officials.
5. Request Death Certificate to be sent to IMCC
6. Forward death certificate and invoice showing detailed expenses per agreement
7. Read & sign off on outside contractor security rules and guidelines for entrance into IMCC facility.
8. Provide IMCC with names, dob & ssn of all vendor employees that will need to come on site for body removals. Vendor is responsible for notifying IMCC of any staffing changes.
9. On occasion death of an offender will require an autopsy by the medical examiner which will require additional steps by vendor to transport deceased body.
10. All services will be billed to IMCC unless staff notifies vendor that the individual's family will be responsible, in this case vendor may have to work with another funeral home and family of individual will be responsible for those charges.

IMCC is a state of Iowa govt agency and exempt from all taxes.

FY 2022 number in inmate deaths at IMCC was 10, FY2023 ytd has been 11.

## Stage Description

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No description available.

## Buyer Attachments

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Exceptions Form RFQ.docx

Exceptions Form RFQ.docx

../Attachments/Exceptions Form  
RFQ.docx

Outside Contractor rules.docx

Outside Contractor rules.docx

../Attachments/Outside Contractor  
rules.docx

Page 1

Group 1: Form of Quote

- 1.1 Enter the Bidder's contact name, telephone number, and email address for questions regarding this solicitation. ★  
Text (Multi-Line)
- 1.2 Enter the number of years the Bidder has been in business in the text box. ★  
Numeric Text Box
- 1.3 The State of Iowa requires shipping to be FOB Destination, Freight Prepaid. Does the Bidder agree to the terms? ★  
Dropdown List (Pick One)  
Bidder agrees  
Bidder does NOT accept the Terms & Conditions  
Bidder agrees but will submit exceptions

Group 2: Terms and Conditions

- 2.1 Bidder shall read the Specification Terms and enter a response. ★  
Dropdown List (Pick One)  
Bidder agrees  
Bidder does NOT accept the Terms & Conditions  
Bidder agrees but will submit exceptions  
Specification Terms and Conditions - ../Attachments/QuestionAttachments/Specifications 11.22.pdf
- 2.2 Bidder shall read the Terms and Conditions for SERVICES and enter a response. ★  
Dropdown List (Pick One)  
Bidder agrees  
Bidder does NOT agree with the Terms and Conditions  
Bidder agrees but will submit exceptions  
Terms and Conditions for SERVICES - ../Attachments/QuestionAttachments/SERVICES Terms and

Group 3: Payment Terms

- 3.1 Payment Terms - Per Iowa Code § 8A.514 the State of Iowa is allowed sixty (60) days to pay an invoice submitted by a Bidder. Does the Bidder agree to the terms? ★  
Dropdown List (Pick One)  
Bidder agrees  
Bidder does NOT except the Terms  
Bidder agrees but will submit exceptions
- 3.2 Terms of Pcard Acceptance - The State of Iowa prefers to pay Bidders using its Purchasing Card Program (Pcard) whenever possible. Bidders accepting Pcard payments shall comply with the Terms of Pcard Acceptance. ★  
Dropdown List (Pick One)  
Bidder agrees  
Bidder does NOT except the Terms  
Bidder agrees but will submit exceptions  
P-Card Acceptance - ../Attachments/QuestionAttachments/Terms of Pcard Acceptance 11.22.pdf



## Price Components

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There are no Price Components added to this event.



# Vendors

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## Celebrate Life

Progress      Invitation Unaccepted

[celebratelifelowainfo@gmail.com](mailto:celebratelifelowainfo@gmail.com)

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## Lensing Funeral & Cremation Services

Progress      Invitation Unaccepted

Michael Lensing

[michael@lensingfuneral.com](mailto:michael@lensingfuneral.com)

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## Lahey Dawson Funeral Home

Progress      Invitation Unaccepted

Courtney Dawson

[laheydawsonfunderal@gmail.com](mailto:laheydawsonfunderal@gmail.com)

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## The Aventure

Progress      Invitation Unaccepted

Matt Brosh

[matt@broshchapel.com](mailto:matt@broshchapel.com)

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## Gay & Ciha Funeral Home

Progress      Invitation Unaccepted

[gayandciha@gayandciha.com](mailto:gayandciha@gayandciha.com)

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