

County of Passaic

Board of County Commissioners



OFFICE OF COUNTY COMMISSIONERS

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Date: Feb 13, 2024 - 5:30 PM

Agenda: RESOLUTION AUTHORIZING A CONTRACT AWARD TO CHAPELS OF EDEN FUNERAL HOME, INC. TO PROVIDE BURIAL AND CREMATION SERVICES TO THE COUNTY OF PASSAIC IN CALENDAR YEAR 2024, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-24-044

THIS RESOLUTION WAS REQUESTED BY:
HUMAN SERVICES

REVIEWED BY:

Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

Nadege D. Allwaters, Esq.

Official Resolution#	
Meeting Date	2/13/2024
Introduced Date	1/30/2024
Adopted Date	
Agenda Item	3.
CAF#	4-01-22-137-002-213
Purchase Req. #	R4-08826
Result	

Administration and Finance

COMMITTEE NAME

RESOLUTION AUTHORIZING A CONTRACT AWARD TO CHAPELS OF EDEN FUNERAL HOME, INC. TO PROVIDE BURIAL AND CREMATION SERVICES TO THE COUNTY OF PASSAIC IN CALENDAR YEAR 2024, PURSUANT TO N.J.S.A. 40A:11-5 AND RFQ-24-044

WHEREAS, the County of Passaic (“County”) is a body politic and corporate pursuant to N.J.S.A. 40:18-1 and vested with all rights contained therein; and

WHEREAS, pursuant to N.J.S.A. 40:20-1, the Board of County Commissioners of the County of Passaic (“Board”) is vested with managing the property, finances, and affairs of the County; and

WHEREAS, the County requires qualified burial and cremation services for unidentified, unclaimed and indigent bodies in the County to be used by the Office of the Passaic County Adjuster, as needed during calendar year 2024; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5, et seq., the Passaic County Purchasing Agent issued RFQ-24-044, Re-Bid Burial and Cremation Services for Unidentified, Unclaimed, or Indigent Bodies for the Passaic County Adjuster’s Office and the Passaic County Division of Social Services (“RFQ-24-044”), seeking qualifications for a pool of outside burial and cremation vendors to provide professional services to the County, as needed during calendar year 2024; and

WHEREAS, pursuant to N.J.S.A. 19:44A-20.7, the County’s request for qualifications is a fair and open process, specifically, the request for qualifications for burial and cremation vendors for calendar year 2024 is publicly advertised, awarded under a process that provides for public solicitation of qualifications, established the basis of an award and disclosure process documented in writing prior to any solicitation, and is publicly opened and announced when awarded; and

WHEREAS, on November 21, 2023, the Board passed Resolution No. R-23-1041, qualifying Chapels of Eden Funeral Home, Inc. to provide burial and cremation services for unidentified, unclaimed or indigent bodies in the County for calendar year 2024; and

WHEREAS, the Office of the Passaic County Adjuster is recommending to award a contract to Chapels of Eden Funeral Home, Inc. to provide burial and cremation services to the County, as needed during calendar year 2024, in an amount not to exceed sixty-five thousand dollars (\$65,000.00); and

WHEREAS, this matter was discussed at the February 7, 2024 Administration and Finance Committee meeting, and is being recommended to the Board for approval; and

NOW, THEREFORE, LET IT BE RESOLVED, pursuant to N.J.S.A. 40A:11-5(1)(a)(i), the Board of County Commissioners of the County of Passaic authorizes a contract award to Chapels of Eden Funeral Home, Inc. to provide burial and cremation services to the County of Passaic, as needed during calendar year 2024, in an amount not to exceed sixty-five thousand dollars (\$65,000.00), in accordance with the terms and conditions set forth in RFQ-24-044.

LET IT BE FURTHER RESOLVED, that the Clerk of the Board shall print, in the official newspaper, a brief notice stating the nature, duration, service and amount of the contract awarded to Chapels of Eden Funeral Home, Inc. and maintain a copy of this Resolution on file and available for public inspection in the Office of the Clerk to the Board.

LET IT BE FURTHER RESOLVED, that the Clerk of the Board, County Counsel, County Administrator, County Adjuster, Purchasing Agent and Director of the Board are authorized to take any action necessary to carry out the purpose of this Resolution.