



County of Solano
Standard Contract

CONTRACT NUMBER:
(Dept., Division, FY, #)
BUDGET ACCOUNT:
5460
SUBJECT ACCOUNT:
3121

1. This Contract is entered into between the County of Solano and the Contractor named below:
FAIRMONT MEMORIAL PARK, INC. dba BRYAN BRAKER FUNERAL HOME

CONTRACT EMPLOYEE'S NAME

2. The Term of this Contract is:
July 1, 2025 through June 30, 2028

3. The maximum amount of this Contract is:
\$ 188,500

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of this Contract:

- Exhibit A – Scope of Work
Exhibit B – Payment Provisions
Exhibit C – General Terms and Conditions
Exhibit D – Special Terms and Conditions

The Contract is made on July 1, 2025.

Table with 2 columns: CONTRACTOR and COUNTY OF SOLANO. Contractor info includes FAIRMONT MEMORIAL PARK, INC. dba BRYAN BRAKER FUNERAL HOME, JENNA BRYAN STEWART, OWNER, 1850 West Texas Street, Fairfield, CA 94533. County info includes BILL EMLen, COUNTY ADMINISTRATOR, 530 Union Avenue, Suite 100, Fairfield, CA 94533, and Michael McDonald, COUNTY COUNSEL.

CONTRACT MUST BE EXECUTED BEFORE WORK CAN COMMENCE

EXHIBIT A
SCOPE OF WORK

Contractor agrees to provide the services associated with the Indigent Disposition Program as requested by the County in its Invitation to Bids (IFB 952-1107-2024), and as set forth in the Contractor's proposal dated December 4, 2024, both of which are incorporated into this Contract by this reference.

CONTRACTOR SHALL BE RESPONSIBLE FOR THE FOLLOWING DUTIES:

1. INITIAL SCREENING PROCESS

Complete the initial screening process for indigent disposition applications which shall include, but is not limited to:

- A. Provide an application to the applicants and explain, in detail, the application process and requirements.
- B. Interview the applicants and assist in completing the application.
- C. Obtain all required documents to complete the application as outlined in the Coroner's Policy on Indigent Disposition. (Reference Procedural Requirements listed in Exhibit A-1.)
- D. Provide the completed application and all related documents to the Coroner's Office for further investigation.
- E. Assist in obtaining further information from the applicants as required during the financial investigation.

2. NOTIFY APPLICANTS OF INDIGENT STATUS

- A. With Screening Process: Notify the applicants of the outcome of the application for indigent status upon receipt from the County of a memorandum indicating the approval or denial of indigent application.
- B. Without Screening Process: County may declare indigent status without implementing the initial screening process in Section 1 above and upon notification from the County the Contractor shall handle the case as if the indigent application is approved.

3. PROCESSING APPROVED INDIGENTS

- A. Decedent Transport:
 - 1) Transport the decedent from the County Morgue or other location specified by Coroner's staff to the Contractor's storage facility within 24 hours, excluding adjacent weekends or holidays, of receipt of written confirmation from Coroner staff of the acceptance into the Indigent Disposition Program.
 - 2) Failure to transport the decedent within the required 24-hour period shall result in the Contractor incurring storage fees related to the decedent at the current rate for storage fees as determined by the Solano County Board of Supervisors.
- B. Obtain the signature of the Coroner Supervisor or Coroner Manager on all forms related to the disposition.
- C. File the death certificate(s) and burial permit(s).
- D. Provide the cremation carton or casket.
- E. Transport remains to the crematorium or cemetery.
- F. Cremate or bury, as indicated by Coroner staff, to include, but not necessarily limited to grave opening, lowering and closing.
- G. Dispose of remains by scattering at sea or placement at a Contractor's Cemetery within 30 days of cremation.
- H. Notify the Sheriff/Coroner's Office in writing no later than five business days after completion of the burial or cremation.

5. INDIGENT VETERAN BURIAL/CREMATION

- A. Inter the body or remains of indigent veterans in the Sacramento Valley National Cemetery, Dixon CA, unless prior written approval is obtained from County to bury the indigent veteran at another location.
- B. Transport the indigent veteran to the National Cemetery or approved burial site and ensure the placement of a military headstone on the indigent veteran's burial site. Under no circumstances shall Contractor dispose of the indigent veteran's remains in any cemetery or burial ground used exclusively for the indigent dead.

6. INDIGENT NON-VETERANS CREMATION

- A. Upon direction from the County either scatter the cremains at sea or return cremains to family.

7. RESTRICTIONS
 - A. Provide no additional services to the family of the decedent outside the scope of this Contract.
 - B. Do not accept any money or remuneration from indigent families.
 - C. Refer all payment issues on indigent cases to the Coroner's Office.
 - D. No variations from these established procedures shall be accomplished without explicit written permission from Coroner staff.

COUNTY SHALL BE RESPONSIBLE FOR THE FOLLOWING:

1. Notify Contractor of an indigent disposition that was not initiated by the application process.
2. Provide Contractor with the most recent version of the Solano County Sheriff's Office Coroner Procedures 3.018. County reserves the right to update the Coroner Procedure
3. Allow Contractor access to the morgue during regular business hours within twenty-four hours of notifying the Contractor of the need to transport a decedent, excluding County holidays and weekends.
4. Maintain sole determination of the type of services provided and inform the Contractor of its determination by the time the Contractor picks up the decedent from the County morgue.

EXHIBIT A-1
Procedural Requirements

SOLANO COUNTY SHERIFF'S OFFICE
Coroner's Procedure

3.018

Chapter: Investigation

Subject: Indigent Disposition Financial Investigation

Date Issued: September 17, 2014 **Revised:** May 15, 2025

Resources: Government Code Section 27462; Military and Veterans Code Sections 942, 943, and 951; Health and Safety Code Section 7100, 7105(a) and (b).

I. PURPOSE

The purpose of this procedure is to provide guidance in the investigation of an application for indigent status for the purposes of completing the final disposition of human remains under the Indigent Cremation and Burial Program in order to comply with legal requirements regarding disposition of indigent deceased.

II. REQUIREMENTS

A. Indigent Deceased

Government Code Section 27462 provides that the County is responsible for interment of the body when the decedent's estate has insufficient property to pay burial expenses.

B. Indigent Veteran Deceased or Widow of Indigent Veteran Deceased

1. The Board of Supervisors of each county shall designate an honorably discharged veteran of the United States military or a member of a veterans' remains organization, as defined in Military and Veterans Code Section 951, who shall cause to be decently interred the body of any veteran or spouse or eligible dependent of a veteran as defined by the United States Department of Veterans Affairs for compensation purposes who dies in the county. This section shall apply to all indigent, abandoned, or unclaimed veterans and dependents of veterans, including those deceased veterans and dependents of veterans without sufficient means to defray the expenses of burial, other than moneys paid or due and payable by the United States, pursuant to the World War Adjusted Compensation Act.
2. Such disposition, according to Military and Veterans Code Section 943, shall not be made in any cemetery or burial ground exclusively for the burial of pauper dead.

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C. Next-of-Kin

1. The legal next-of-kin is determined by Health and Safety Code Section 7100.
2. Health and Safety Code Section 7105 (a) provides that the decedent's spouse has 10 days to initiate disposition arrangements, or to delegate the authority to act to another. Any other line of kindred has 7 days. Following these specified times, the right to control disposition is relinquished and passes to the next degree of kindred as established in Section 7100.
3. Health and Safety Code Section 7105(b) provides that if the spouse cannot be identified and located after reasonable inquiry within 10 days of the death, or another legal line of kindred within 7 days, the right to control the disposition and arrange for funeral goods and services shall be relinquished and pass to the next degree of kinship as established in Section 7100.
4. If no next-of-kin can be determined to exist or located, and there is no estate, the Coroner's Office becomes next-of-kin.
5. If no next-of-kin can be determined to exist or located, and there is an estate, the Public Administrator becomes next-of-kin.

III. PROCEDURE

- A. Should the family of the decedent state there are no funds for burial, the family is referred to the mortuary contracted for indigent cremation and burials with the Coroner's Office.
 1. The next-of-kin applicant must complete the Application for Indigent Disposition.
 - a. If there is more than one legal next-of-kin, a majority must complete separate applications for Indigent Disposition.
 - b. The application includes an authorization to investigate the finances of the applicant household.
 2. Each of the decedent's next-of-kin applying for indigent disposition must sign the waiver of right to make decisions regarding disposition at the bottom of the cover of the Application for Indigent Disposition.
 3. The financial statement includes a statement of knowledge that failure to provide truthful and accurate information can result in the filing of felony charges.
 4. Approval of an Application for Indigent Disposition, after investigation, lies with the Coroner's Office supervisor or manager.

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- B. The financial status of the next-of-kin is investigated by the Coroner's Office.
1. The investigation may include, but is not limited to, the following:
 - a. Applicant to provide pay stubs for the most recent three (3) month period for applicant and spouse.
 - b. Applicant to provide other financial bills and statements for the most recent three (3) month period for applicant and spouse.
 - c. Applicant to provide proof of relationship to the decedent with official records.
 - d. A complete credit check is conducted on applicant and spouse.
 - e. A DMV check for registered vehicle assets is conducted.
 - f. A search for properties owned by the applicant(s) is conducted at the County Assessor's office or other comparable office where the applicant(s) live.
 2. An applicant who has assets in the form of real property, personal property, revolving credit or outstanding loans that could be sold or otherwise used to pay for disposition is not considered to be indigent for the purposes of this application process.
 3. A household is determined to be indigent if the total household income is within the federally determined poverty level range as established each year by the United States Department of Health and Human Services (HSS) annual update of the HSS Poverty Guidelines published each year in the Federal Reporter.
 - a. The yearly figures are determined based on household size and household income.
 - b. The yearly figures are effective on the date published.
- C. Following investigation of the Application for Indigent Disposition, if the Coroner's Office determines that the collective legal next-of-kin are indigent and unable to pay for interment, the County, through the Coroner's Office, effectively becomes the legal next-of-kin.
1. The Coroner's Office shall take responsibility for disposition of the body and make all decisions regarding disposition.
 2. The Coroner's Office has sole authority to transfer its legal next-of-kin authorization to another family member willing to be responsible for disposition, or to conduct an indigent disposition.
 3. When indigent disposition is authorized, the preferred method of disposition is cremation. The cremains shall be disposed of by:
 - a. Scattering at sea or in the appointed area at the cemetery of the mortuary holding the indigent disposition contract; or

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- b. Release to an applicant for indigent disposition when the desire to take possession is indicated in the application.
 4. Burial may occur, but is not required, under the following circumstances:
 - a. Homicide cases, to preserve possible evidence.
 - b. The next-of-kin exists but cannot be located.
 - c. The decedent documented a religious objection to cremation prior to death.
 - d. The decedent documented a non-religion based anti-cremation statement prior to death.
 5. No graveside services or viewing are provided in indigent disposition cases.
 6. Indigent interment of veterans is generally arranged at a national cemetery located in northern California.
 - D. The funeral home holding the indigent disposition contract shall be notified of the Coroner's Office decision related to the Application for Indigent Disposition via written memorandum within 24 hours of the determination.
 1. The memorandum will indicate the following.
 - a. The application is denied. Reasons will not be specified as a matter of privacy for the applicant(s).
 - b. The application is approved, and an indigent disposition is authorized.
 - c. The application is approved and the authority to handle disposition has been transferred to another individual.
 - d. The type of disposition to be completed for this case, cremation or burial.
 2. It is the responsibility of the funeral home holding the indigent disposition contract to notify the applicant of the acceptance or denial of the application as soon as possible. If the applicant has questions regarding denial of the application or the transfer of authority to handle disposition, the funeral home should refer them to the Coroner's Office.
 - E. County as Next-of-Kin.
 1. If the County becomes the next-of-kin for the decedent by a process other than Application for Indigent Disposition, and the decedent is determined to be indigent, an indigent disposition shall be conducted.
 - a. The funeral home holding the indigent disposition contract shall be notified of the decedent's status as accepted into

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- b. The outcome of an indigent investigation will be generically documented in the Coroner's Report, and the case face page will identify any case in which an indigent disposition was completed for statistical purposes.

By order of



BRADLEY DEWALL
Undersheriff
County of Solano

Formerly GO 7.008 Indigent Cremation and Burial Program

EXHIBIT B
PAYMENT PROVISIONS

BUDGET DETAIL AND PAYMENT PROVISIONS

1. COMPENSATION

The maximum compensation shall not exceed the amount in section 3 of the Standard Contract. The County shall pay the Contractor per occurrence of service rendered as specified in the compensation table below and each service item below represents the total cost per occurrence:

COMPENSATION TABLE FOR INDIGENT SERVICE				
Indigent Service Description		Cost per Service for the Date Ranges Specified Below		
		7/1/2025 - 6/30/2026	7/1/2026 - 6/30/2027	7/1/2027 - 6/30/2028
A.	Cremation : Veteran	\$593.00	\$611.00	\$630.00
B.	Cremation : Non-Veteran	\$614.00	\$633.00	\$652.00
C.	Burial : Veteran	\$1,354.00	\$1,395.00	\$1,437.00
D.	Burial : Non-Veteran	\$1,546.00	\$1,593.00	\$1,641.00

The cost for the cremation or burial of any veteran shall include transportation of the decedent to a national cemetery. The payment rate above shall constitute the entire compensation due the Contractor for services rendered and all of Contractor’s obligations in performance of this Contract regardless of the difficulty, materials, or equipment required. Do not accept any money from indigent families and refer all payment issues on indigent cases to the Coroner’s Office.

The Contractor is not guaranteed to be paid the maximum compensation during the term of this Contract, including any extension periods, as the County makes no specific guarantee of a minimum or maximum number of indigent cremations or burials.

2. METHOD OF PAYMENT

Upon submission of an invoice by Contractor, and upon approval of County’s representative, County shall pay Contractor in arrears for each burial/cremation, up to the maximum amount provided in section 3 of the Standard Contract. The invoice shall include a company logo, invoice date, name of deceased, date of death, invoice number, and adequate documentation to support invoice, including but not limited to, services rendered. Contractor’s failure to provide adequate supporting documentation with invoice may result in payment being withheld until the documentation is received. Contractor shall email invoices to: SHFAccountsPayable@solanocounty.com

EXHIBIT C
GENERAL TERMS AND CONDITIONS

1. CLOSING OUT

A. County will pay Contractor's final request for payment providing Contractor has paid all financial obligations undertaken pursuant to this Contract or any other contract and/or obligation that Contractor may have with the County. If Contractor has failed to pay any obligations outstanding, County will withhold from Contractor's final request for payment the amount of such outstanding financial obligations owed by Contractor. Contractor is responsible for County's receipt of a final request for payment 30 days after termination of this Contract.

B. A final undisputed invoice shall be submitted for payment no later than ninety (90) calendar days following the expiration or termination of this Contract, unless a later or alternate deadline is agreed to in writing by the County. The final invoice must be clearly marked "FINAL INVOICE", thus indicating that all payment obligations of the County under this Contract have ceased and that no further payments are due or outstanding.

C. The County may, at its discretion, choose not to honor any delinquent final invoice if the Contractor fails to obtain prior written approval of an alternate final invoice submission deadline. Written County approval for an alternate final invoice submission deadline shall be sought from the County prior to the expiration or termination of this Contract.

2. TIME

Time is of the essence in all terms and conditions of this Contract.

3. TIME OF PERFORMANCE

Work will not begin, nor claims paid for services under this Contract until all Certificates of Insurance, business and professional licenses/certificates, IRS ID number, signed W-9 form, or other applicable licenses or certificates are on file with the County's Contract Manager.

4. TERMINATION

A. This Contract may be terminated by County or Contractor, at any time, with or without cause, upon 30 days' written notice from one to the other.

B. County may terminate this Contract immediately upon notice of Contractor's malfeasance.

C. Following termination, County will reimburse Contractor for all expenditures made in good faith that are unpaid at the time of termination not to exceed the maximum amount payable under this Contract unless Contractor is in default of this Contract.

5. SIGNATURE AUTHORITY

The parties executing this Contract certify that they have the proper authority to bind their respective entities to all terms and conditions set forth in this Contract.

6. REPRESENTATIONS

A. County relies upon Contractor's professional ability and training as a material inducement to enter into this Contract. Contractor represents that Contractor will perform the work according to generally accepted professional practices and standards and the requirements of applicable federal, state and local laws. County's acceptance of Contractor's work shall not constitute a waiver or release of Contractor from professional responsibility.

B. Contractor further represents that Contractor possesses current valid appropriate licensure, including, but not limited to, driver's license, professional license, certificate of tax-exempt status, or permits, required to perform the work under this Contract.

7. INSURANCE

A. Without limiting Contractor's obligation to indemnify County, Contractor must procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work under this Contract and the results of that work by Contractor, Contractor's agents, representatives, employees or subcontractors.

B. Minimum Scope of Insurance
Coverage must be at least as broad as:

(1) Insurance Services Office Commercial General Liability coverage (occurrence Form CG 00 01).

(2) Insurance Services Office Form Number CA 00 01 covering Automobile Liability, Code 1 (any auto).

(3) Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

C. Minimum Limits of Insurance
Contractor must maintain limits no less than:

- | | | |
|--|---|---|
| (1) General Liability:
(Including operations, products and completed operations.) | \$2,000,000 | per occurrence for bodily injury, personal injury and property damage, or the full per occurrence limits of the policy, whichever is greater. If Commercial General Liability insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit. |
| (2) Automobile Liability: | \$1,000,000 | per accident for bodily injury and property damage. |
| (3) Workers' Compensation: | As required by the State of California. | |
| (4) Employer's Liability: | \$1,000,000 | per accident for bodily injury or disease. |

D. Additional Insurance Coverage

To the extent coverage is applicable to Contractor's services under this Contract, Contractor must maintain the following insurance coverage:

- (1) Cyber Liability: **\$1,000,000** per incident with the aggregate limit twice the required limit to cover the full replacement value of damage to, alteration of, loss of, or destruction of electronic data and/or information property of the County that will be in the care, custody or control of Contractor under this Contract.
- (2) Professional Liability: **\$2,000,000** combined single limit per claim and in the aggregate. The policy shall remain in full force and effect for no less than 5 years following the completion of work under this Contract.

E. If Contractor maintains higher limits than the minimums shown above, County is entitled to coverage for the higher limits maintained by Contractor. Any insurance proceeds in excess of the specified limits and coverage required, which are applicable to a given loss, shall be available to the County. No representation is made that the minimums shown above are sufficient to cover the indemnity or other obligations of the Contractor under this Contract.

F. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by County. At the option of County, either:

- (1) The insurer will reduce or eliminate such deductibles or self-insured retentions with respect to County, its officers, officials, agents, employees and volunteers; or
- (2) Contractor must provide a financial guarantee satisfactory to County guaranteeing payment of losses and related investigations, claim administration, and defense expenses.

G. Other Insurance Provisions

(1) The general liability and automobile liability policies must contain, or be endorsed to contain, the following provisions:

- (a) The County of Solano, its officers, officials, agents, employees, and volunteers must be included as additional insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of Contractor; and with respect to liability arising out of work or operations performed by or on behalf of Contractor including materials, parts or equipment furnished in connection with such work or operations. General Liability coverage shall be provided in the form of an Additional Insured endorsement (CG 20 10 11 85 or both CG 20 10 and CG 20 37 if later ISO revisions are used or the equivalent) to Contractor's insurance policy, or as a separate owner's policy. The insurance afforded to the additional insureds shall be at least as broad as that afforded to the first named insured.

(b) For any claims related to work performed under this Contract, Contractor's insurance coverage must be primary insurance with respect to the County of Solano, its officers, officials, agents, employees, and volunteers. Any insurance maintained by County, its officers, officials, agents, employees, or volunteers is excess of Contractor's insurance and shall not contribute to it.

(2) If Contractor's services are technologically related, Professional Liability coverage shall include, but not be limited to claims involving infringement of intellectual property, copyright, trademark, invasion of privacy violations, information theft, release of private information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to such obligations. The policy shall also include, or be endorsed to include, property damage liability coverage for damage to, alteration of, loss of, or destruction of electronic data and/or information "property" of the County in the care, custody, or control of the Contractor. If not covered under the Contractor's Professional Liability policy, such "property" coverage of the County may be endorsed onto the Contractor's Cyber Liability Policy.

(3) Should any of the above described policies be cancelled prior to the policies' expiration date, Contractor agrees that notice of cancellation will be delivered in accordance with the policy provisions.

H. Waiver of Subrogation

(1) Contractor agrees to waive subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation.

(2) The Workers' Compensation policy must be endorsed with a waiver of subrogation in favor of County for all work performed by Contractor, its employees, agents and subcontractors.

I. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII unless otherwise acceptable to County.

J. Verification of Coverage

(1) Contractor must furnish County with original certificates and endorsements effecting coverage required by this Contract.

(2) The endorsements should be on forms provided by County or, if on other than County's forms, must conform to County's requirements and be acceptable to County.

(3) County must receive and approve all certificates and endorsements before work commences.

(4) However, failure to provide the required certificates and endorsements shall not operate as a waiver of these insurance requirements.

(5) County reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage described above at any time.

8. BEST EFFORTS

Contractor represents that Contractor will at all times faithfully, industriously and to the best of its ability, experience and talent, perform to County's reasonable satisfaction.

9. DEFAULT

A. If Contractor defaults in Contractor's performance, County shall promptly notify Contractor in writing. If Contractor fails to cure a default within 30 days after notification, or if the default requires more than 30 days to cure and Contractor fails to commence to cure the default within 30 days after notification, then Contractor's failure shall constitute cause for termination of this Contract.

B. If Contractor fails to cure default within the specified period of time, County may elect to cure the default and any expense incurred shall be payable by Contractor to County. The contract may be terminated at County's sole discretion.

C. If County serves Contractor with a notice of default and Contractor fails to cure the default, Contractor waives any further notice of termination of this Contract.

D. If this Contract is terminated because of Contractor's default, County shall be entitled to recover from Contractor all damages allowed by law.

10. INDEMNIFICATION

A. Contractor will indemnify, hold harmless and assume the defense of the County of Solano, its officers, employees, agents and elective and appointive boards from all claims, losses, damages, including property damages, personal injury, death and liability of every kind, directly or indirectly arising from Contractor's operations or from any persons directly or indirectly employed by, or acting as agent for, Contractor, excepting the sole negligence or willful misconduct of the County of Solano. This indemnification shall extend to claims, losses, damages, injury and liability for injuries occurring after completion of Contractor's services, as well as during the progress of rendering such services.

B. Acceptance of insurance required by this Contract does not relieve Contractor from liability under this indemnification clause. This indemnification clause shall apply to all damages or claims for damages suffered by Contractor's operations regardless if any insurance is applicable or not.

11. INDEPENDENT CONTRACTOR

A. Contractor is an independent contractor and not an agent, officer or employee of County. The parties mutually understand that this Contract is between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association.

B. Contractor shall have no claim against County for employee rights or benefits including, but not limited to, seniority, vacation time, vacation pay, sick leave, personal time off, overtime, medical, dental or hospital benefits, retirement benefits, Social Security, disability, Workers' Compensation, unemployment insurance benefits, civil service protection, disability retirement benefits, paid holidays or other paid leaves of absence.

C. Contractor is solely obligated to pay all applicable taxes, deductions and other obligations including, but not limited to, federal and state income taxes, withholding, Social Security, unemployment, disability insurance, Workers' Compensation and Medicare payments.

D. Contractor shall indemnify and hold County harmless from any liability which County may incur because of Contractor's failure to pay such obligations nor shall County be responsible for any employer-related costs not otherwise agreed to in advance between the County and Contractor.

E. As an independent contractor, Contractor is not subject to the direction and control of County except as to the final result contracted for under this Contract. County may not require Contractor to change Contractor's manner of doing business, but may require redirection of efforts to fulfill this Contract.

F. Contractor may provide services to others during the same period Contractor provides service to County under this Contract.

G. Any third persons employed by Contractor shall be under Contractor's exclusive direction, supervision and control. Contractor shall determine all conditions of employment including hours, wages, working conditions, discipline, hiring and discharging or any other condition of employment.

H. As an independent contractor, Contractor shall indemnify and hold County harmless from any claims that may be made against County based on any contention by a third party that an employer-employee relationship exists under this Contract.

I. Contractor, with full knowledge and understanding of the foregoing, freely, knowingly, willingly and voluntarily waives the right to assert any claim to any right or benefit or term or condition of employment insofar as they may be related to or arise from compensation paid hereunder.

12. RESPONSIBILITIES OF CONTRACTOR

A. The parties understand and agree that Contractor possesses the requisite skills necessary to perform the work under this Contract and County relies upon such skills. Contractor pledges to perform the work skillfully and professionally. County's acceptance of Contractor's work does not constitute a release of Contractor from professional responsibility.

B. Contractor verifies that Contractor has reviewed the scope of work to be performed under this Contract and agrees that in Contractor's professional judgment, the work can and shall be completed for costs within the maximum amount set forth in this Contract.

C. To fully comply with the terms and conditions of this Contract, Contractor shall:

- (1) Establish and maintain a system of accounts for budgeted funds that complies with generally accepted accounting principles for government agencies;
- (2) Document all costs by maintaining complete and accurate records of all financial transactions associated with this Contract, including, but not limited to, invoices and other official documentation that sufficiently support all charges under this Contract;
- (3) Submit monthly reimbursement claims for expenditures that directly benefit Solano County;
- (4) Be liable for repayment of any disallowed costs identified through quarterly reports, audits, monitoring or other sources; and

(5) Retain financial, programmatic, client data and other service records for 3 years from the date of the end of the contract award or for 3 years from the date of termination, whichever is later.

13. COMPLIANCE WITH LAW

A. Contractor shall comply with all federal, state and local laws and regulations applicable to Contractor's performance, including, but not limited to, licensing, employment and purchasing practices, wages, hours and conditions of employment.

B. To the extent federal funds are used in whole or in part to fund this Contract, Contractor specifically agrees to comply with Executive Order 11246 entitled "Equal Employment Opportunity", as amended and supplemented in Department of Labor regulations; the Copeland "Ant-Kickback" Act (18 U.S.C. §874) and its implementing regulations (29 C.F.R. part 3); the Clean Air Act (42 U.S.C. §7401 et seq.); the Clean Water Act (33 U.S.C. §1251); and the Energy Policy and Conservation Act (Pub. L. 94-165).

C. Contractor represents that it will comply with the applicable cost principles and administrative requirements including claims for payment or reimbursement by County as set forth in 2 C.F.R. part 200, as currently enacted or as may be amended throughout the term of this Contract.

14. CONFIDENTIALITY

A. Contractor shall prevent unauthorized disclosure of names and other client-identifying information, except for statistical information not identifying a particular client receiving services under this Contract.

B. Contractor shall not use client specific information for any purpose other than carrying out Contractor's obligations under this Contract.

C. Contractor shall promptly transmit to County all requests for disclosure of confidential information.

D. Except as otherwise permitted by this Contract or authorized by law, Contractor shall not disclose any confidential information to anyone other than the State of California without prior written authorization from County.

E. For purposes of this section, identity shall include, but not be limited to, name, identifying number, symbol or other client identifying particulars, such as fingerprints, voice print or photograph. Client shall include individuals receiving services pursuant to this Contract.

15. CONFLICT OF INTEREST

A. Contractor represents that Contractor and/or Contractor's employees and/or their immediate families and/or Board of Directors and/or officers have no interest, including, but not limited to, other projects or independent contracts, and shall not acquire any interest, direct or indirect, including separate contracts for the work to be performed hereunder, which conflicts with the rendering of services under this Contract. Contractor shall employ or retain no such person while rendering services under this Contract. Services rendered by Contractor's

associates or employees shall not relieve Contractor from personal responsibility under this clause.

B. Contractor has an affirmative duty to disclose to County in writing the name(s) of any person(s) who have an actual, potential or apparent conflict of interest.

16. DRUG FREE WORKPLACE

Contractor represents that Contractor is knowledgeable of Government Code section 8350 et seq., regarding a drug free workplace and shall abide by and implement its statutory requirements.

17. HEALTH AND SAFETY STANDARDS

Contractor shall abide by all health and safety standards set forth by the State of California and/or the County of Solano pursuant to the Injury and Illness Prevention Program. If applicable, Contractor must receive all health and safety information and training from County.

18. CHILD/ADULT ABUSE

If services pursuant to this Contract will be provided to children and/or elder adults, Contractor represents that Contractor is knowledgeable of the Child Abuse and Neglect Reporting Act (Penal Code section 11164 et seq.) and the Elder Abuse and Dependent Adult Civil Protection Act (Welfare and Institutions Code section 15600 et seq.) requiring reporting of suspected abuse.

19. INSPECTION

Authorized representatives of County, the State of California and/or the federal government may inspect and/or audit Contractor's performance, place of business and/or records pertaining to this Contract.

20. NONDISCRIMINATION

A. In rendering services under this Contract, Contractor shall comply with all applicable federal, state and local laws, rules and regulations and shall not discriminate based on age, ancestry, color, gender, marital status, medical condition, national origin, physical or mental disability, race, religion, sexual orientation, or other protected status.

B. Further, Contractor shall not discriminate against its employees, which includes, but is not limited to, employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

21. SUBCONTRACTOR AND ASSIGNMENT

A. Services under this Contract are deemed to be personal services.

B. Subject to any required state or federal approval, Contractor shall not subcontract any work under this Contract without the prior written consent of the County's Contract Manager nor assign this Contract or monies due without the prior written approval of the County's applicable Department Head or his or her designee and the County Administrator.

C. If County consents to the use of subcontractors, Contractor shall require and verify that its subcontractors maintain insurance meeting all the requirements stated in Section 7 above.

D. Assignment by Contractor of any monies due shall not constitute an assignment of the Contract.

22. UNFORESEEN CIRCUMSTANCES

Contractor is not responsible for any delay caused by natural disaster, war, civil disturbance, labor dispute or other cause beyond Contractor's reasonable control, provided Contractor gives written notice to County of the cause of the delay within 10 days of the start of the delay.

23. OWNERSHIP OF DOCUMENTS

A. County shall be the owner of and shall be entitled to possession of any computations, plans, correspondence or other pertinent data and information gathered by or computed by Contractor prior to termination of this Contract by County or upon completion of the work pursuant to this Contract.

B. No material prepared in connection with the project shall be subject to copyright in the United States or in any other country.

24. NOTICE

A. Any notice necessary to the performance of this Contract shall be given in writing by personal delivery or by prepaid first-class mail addressed as stated on the first page of this Contract.

B. If notice is given by personal delivery, notice is effective as of the date of personal delivery. If notice is given by mail, notice is effective as of the day following the date of mailing or the date of delivery reflected upon a return receipt, whichever occurs first.

25. NONRENEWAL

Contractor acknowledges that there is no guarantee that County will renew Contractor's services under a new contract following expiration or termination of this Contract. Contractor waives all rights to notice of non-renewal of Contractor's services.

26. COUNTY'S OBLIGATION SUBJECT TO AVAILABILITY OF FUNDS

A. The County's obligation under this Contract is subject to the availability of authorized funds. The County may terminate the Contract, or any part of the Contract work,

without prejudice to any right or remedy of the County, for lack of appropriation of funds. If expected or actual funding is withdrawn, reduced or limited in any way prior to the expiration date set forth in this Contract, or any subsequent amendment, the County may, upon written Notice to the Contractor, terminate this Contract in whole or in part.

B. Payment shall not exceed the amount allowable for appropriation by the Board of Supervisors. If the Contract is terminated for non-appropriation of funds:

- i. The County will be liable only for payment in accordance with the terms of this Contract for services rendered prior to the effective date of termination; and
- ii. The Contractor shall be released from any obligation to provide further services pursuant to this Contract that are affected by the termination.

C. Funding for this Contract beyond the current appropriation year is conditional upon appropriation by the Board of Supervisors of sufficient funds to support the activities described in this Contract. Should such an appropriation not be approved, this Contract will terminate at the close of the current appropriation year.

D. This Contract is void and unenforceable if all or parts of federal or state funds applicable to this Contract are not available to County. If applicable funding is reduced, County may either:

- (1) Cancel this Contract; or,
- (2) Offer a contract amendment reflecting the reduced funding.

27. CHANGES AND AMENDMENTS

A. County may request changes in Contractor's scope of services. Any mutually agreed upon changes, including any increase or decrease in the amount of Contractor's compensation, shall be effective when incorporated in written amendments to this Contract.

B. The party desiring the revision shall request amendments to the terms and conditions of this Contract in writing. Any adjustment to this Contract shall be effective only upon the parties' mutual execution of an amendment in writing.

C. No verbal agreements or conversations prior to execution of this Contract or requested amendment shall affect or modify any of the terms or conditions of this Contract unless reduced to writing according to the applicable provisions of this Contract.

28. CHOICE OF LAW

The parties have executed and delivered this Contract in the County of Solano, State of California. The laws of the State of California shall govern the validity, enforceability or interpretation of this Contract. Solano County shall be the venue for any action or proceeding, in law or equity that may be brought in connection with this Contract.

29. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT

Contractor represents that it is knowledgeable of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and its implementing regulations issued by the U.S. Department of Health and Human Services (45 C.F.R. parts 160-64) regarding the protection of health information obtained, created, or exchanged as a result of this Contract and shall abide by and implement its statutory requirements.

30. WAIVER

Any failure of a party to assert any right under this Contract shall not constitute a waiver or a termination of that right, under this Contract or any of its provisions.

31. CONFLICTS IN THE CONTRACT DOCUMENTS

The Contract documents are intended to be complementary and interpreted in harmony so as to avoid conflict. In the event of conflict in the Contract documents, the parties agree that the document providing the highest quality and level of service to the County shall supersede any inconsistent term in these documents.

32. FAITH BASED ORGANIZATIONS

A. Contractor agrees and acknowledges that County may make funds available for programs or services affiliated with religious organizations under the following conditions: (a) the funds are made available on an equal basis as for programs or services affiliated with non-religious organizations; (b) the program funded does not have the substantial effect of supporting religious activities; (c) the funding is indirect, remote, or incidental to the religious purpose of the organization; and (d) the organization complies with the terms and conditions of this Contract.

B. Contractor agrees and acknowledges that County may not make funds available for programs or services affiliated with a religious organization (a) that has denied or continues to deny access to services on the basis of any protected class; (b) will use the funds for a religious purpose; (c) will use the funds for a program or service that subjects its participants to religious education.

C. Contractor agrees and acknowledges that all recipients of funding from County must: (a) comply with all legal requirements and restrictions imposed upon government-funded activities set forth in Article IX, section 8 and Article XVI, section 5 of the California Constitution and in the First Amendment to the United States Constitution; and (b) segregate such funding from all funding used for religious purposes.

33. PRICING

Should Contractor, at any time during the term of this Contract, provide the same goods or services under similar quantity, terms and conditions to one or more counties in the State of California at prices below those set forth in this Contract, then the parties agree to amend this Contract so that such lower prices shall be extended immediately to County for all future services.

34. USE OF PROVISIONS, TERMS, CONDITIONS AND PRICING BY OTHER PUBLIC AGENCIES

Contractor and County agree that the terms of this Contract may be extended to any other public agency located in the State of California, as provided for in this section. Another public agency wishing to use the provisions, terms, and pricing of this Contract to contract for equipment and services comparable to that described in this Contract shall be responsible for entering into its own contract with Contractor, as well as providing for its own payment provisions, making all payments, and obtaining any certificates of insurance and bonds that may be required. County is not responsible for providing to any other public agency any documentation relating this Contract or its implementation. Any public agency that uses provisions, terms, or pricing of this Contract shall by virtue of doing so be deemed to indemnify and hold harmless County from all claims, demands, or causes of actions of every kind arising directly or indirectly with the use of this Contract. County makes no guarantee of usage by other users of this Contract nor shall the County incur any financial responsibility in connection with any contracts entered into by another public agency. Such other public agency shall accept sole responsibility for placing orders and making payments to Contractor.

35. DISBARMENT OR SUSPENSION OF CONTRACTOR

A. Contractor represents that its officers, directors and employees (i) are not currently excluded, debarred, or otherwise ineligible to participate in a federally funded program; (ii) have not been convicted of a criminal offense related to the provision of federally funded items or services nor has been previously excluded, debarred, or otherwise declared ineligible to participate in any federally funded programs, and (iii) are not, to the best of its knowledge, under investigation or otherwise aware of any circumstances which may result in Contractor being excluded from participation in federally funded programs.

B. For purposes of this Contract, federally funded programs include any federal health program as defined in 42 USC § 1320a-7b(f) (the "Federal Healthcare Programs") or any state healthcare programs.

C. This representation and warranty shall be an ongoing representation and warranty during the term of this Contract and Contractor must immediately notify the County of any change in the status of the representation and warranty set forth in this section.

D. If services pursuant to this Contract involve federally-funded programs, Contractor agrees to provide certification of non-suspension with submission of each invoice. Failure to submit certification with invoices will result in a delay in County processing Contractor's payment.

36. EXECUTION IN COUNTERPARTS

This Contract may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument, it being understood that all parties need not sign the same counterpart. In the event that any signature is delivered by facsimile or electronic transmission (e.g., by e-mail delivery of a ".pdf" format data file), such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or electronic signature page were an original signature.

37. LOCAL EMPLOYMENT POLICY

Solano County desires, whenever possible, to hire qualified local residents to work on County projects. A local resident is defined as a person who resides in, or a business that is located in, Solano County. The County encourages an active outreach program on the part of its contractors, consultants and agents. When local projects require subcontractors, Contractor shall solicit proposals for qualified local residents where possible.

38. ENTIRE CONTRACT

This Contract, including any exhibits referenced, constitutes the entire agreement between the parties and there are no inducements, promises, terms, conditions or obligations made or entered into by County or Contractor other than those contained in it.

EXHIBIT D
SPECIAL TERMS AND CONDITIONS

1. CONTRACT EXTENSION

Notwithstanding section 2 of the Standard Contract, unless terminated by either party prior to June 30, 2028, this Agreement shall be automatically extended from July 1, 2028 through September 30, 2028 to allow for continuation of services and sufficient time to complete a novation or renewal contract.

2. ADDITIONAL CONTRACTOR REQUIREMENTS

A. Pre-Employment Background Checks

Contractor warrants to County that all employees assigned to work at any County incarceration facility or likely to have contact with inmates have not been convicted or pled guilty or *nolo contendere* to any felony. Contractor shall promptly inform County of any employee who has ever been convicted, pled guilty or *nolo contendere* to or has been charged a felony. County reserves the right to deny access to any of Contractor's employees if that employee has ever been convicted, pled guilty or *nolo contendere* to or has been charged a felony.

County reserves the right to deny access to any of Contractor's employees if that employee fails the background check. Only Contractor's employees who have successfully passed a background check will be allowed to work provide services applicable under this Contract.

B. Compliance

Contractor shall comply with the policies and procedures of the County and the Sheriff's Office.

C. Licensure

For the duration of the Contract, Contractor must possess and maintain in good standing applicable licenses issued from the California Department of Consumer Affairs - Cemetery and Funeral Bureau ("Bureau"). Failure to possess the applicable licenses or be in good standing can constitute to be a material breach of contract by the Contractor. At a minimum, the Contractor must possess valid copies of their Certificate of Authority (Cemetery), Cemetery Manager, Crematory, Crematory Remains Disposer, Crematory Manager, Funeral Establishment and Funeral Director licenses.

3. CONFIDENTIAL RECORDS

Contractor acknowledges that any information generated, received or disseminated pursuant to its performance under this Contract is confidential and shall not be disclosed in any manner unless authorized by law. Furthermore, Contractor warrants that Contractor is knowledgeable of Welfare and Institutions Code sections applicable to the

subject of this Contract, particularly, sections 10850 and 11478.1 and will abide by its requirements.

4. PUBLIC STATEMENTS

Contractor shall not make public statements related to County business without first consulting with County. County shall initiate all press releases.

5. CONTRACT MONITORING

Contractor shall meet quarterly with the Coroner's Lieutenant or designee to review services provided in relation to the scope of this Contract.

6. CLEARANCE REQUIREMENTS

Contractor's employees shall wear, in a visible manner, an authorized identification badge that includes a photo while inside any County facility. Contractor employees failing to display their identification badge may be denied access to the facility.

7. EMERGENCY AUTHORITY

Contractor employees on the premises during an emergency, will report to County staff for direction and follow instructions until they are allowed to exit the facility grounds.

8. REPORT ACCIDENTS AND UNSAFE CONDITIONS

Contractor shall report any accident or unsafe condition to the County immediately as Contractor becomes aware.

9. IMPROPER USE OF COUNTY FACILITIES AND EQUIPMENT

Contractor shall not use County facilities and equipment for any purpose outside the scope of this Contract without the express written consent of the County.

DEPARTMENT OF GENERAL SERVICES
Central Services Division

MEGAN M. GREVE
Director
MMGreve@SolanoCounty.com
(707) 784-7900

DUSTIN D. LENO
Assistant Director
ddlno@solanocounty.com
(707) 784-7900



**SOLANO
COUNTY**

LORRAINE TANG
Support Services Manager
ltang@solanocounty.com
(707) 784-3426

675 Texas Street, Suite 2500
Fairfield, CA 94533-6342
Fax (707) 784-6320
www.solanocounty.com

INVITATION FOR BIDS (IFB)

952-1107-2024

For

**INDIGENT BURIAL SERVICES FOR VETERANS AND
NON-VETERANS**

RELEASE DATE: November 7, 2024

RESPONSE DUE: January 17, 2025, 5:00 pm

SUBMIT PROPOSAL TO:	IFB COORDINATOR
Solano County digitally via OpenGov Solano County Portal website at: https://procurement.opengov.com/portal/solanocounty	Umiika Wright Phone: (707) 784-3236 uwright@solanocounty.com
Any bidder participating in this solicitation is required to have a vendor application on file with the County. This application may be downloaded from the Solano County website at www.solanocounty.com . Include the application with your proposal. The County will post any changes and information relating to this IFB digitally via OpenGov. Bidders are responsible for frequently checking OpenGov at https://procurement.opengov.com/portal/solanocounty for any changes or information relating to this IFB.	
"Smoking is not permitted in County Buildings or around Solano County campuses. Thank you in advance for your compliance."	

1. INTRODUCTION

1.1. Summary

The Solano County Sheriff-Coroner is soliciting bids from qualified firms, companies and organizations interested in providing Burial and Cremation Services for Veteran and Non-Veteran Indigent Cases.

1.2. Background

The Solano County Sheriff-Coroner operates its own central morgue facility, located at 520 Clay Street, Fairfield, California. Solano County is located approximately 50 miles north of San Francisco and approximately 50 miles south of Sacramento. The County is home to approximately 450,000 residents and encompasses over 898 square miles. The Sheriff-Coroner is required to bury indigent decedents as specified in Government Code Sections 27460, 27461, 27462 and Health and Safety Code Sections 7104, 7105 and 7108, and Veterans indigent burial as specified in Military and Veterans Code Sections 929 through 949 and 960. Solano County provided disposition service for 63 indigent cases in 2023, 57 cases in 2022 and 55 cases in 2021. Each of these cases was determined to be indigent and under the responsibility of the Sheriff-Coroner.

1.3. Contact Information

Umiika Wright
Senior Buyer
675 Texas Street
Ste 2500
Fairfield, CA 94533
Email: uwright@solanocounty.com
Phone: [\(707\) 784-3236](tel:(707)784-3236)

Department:
Sheriff's Office

1.4. Timeline

Release Project Date	November 7, 2024
Question Submission Deadline	December 2, 2024, 5:30pm
Question Response Deadline	December 17, 2024, 5:30pm
Proposal Submission Deadline	January 17, 2025, 5:00pm

2. STATEMENT OF PURPOSE

2.1. Statement of Purpose

- J. **Samples:** The County reserves the right to require a bidder to furnish samples of any item within seven calendar days after the request is made. The samples must be furnished free of charge, be clearly marked "sample" with the Invitation for Bid number, bid item number, bidder's name and address and delivered to the Purchasing Services Office. Samples will be evaluated to determine compliance with all major characteristics of the article indicated. Failure of samples to conform to all such characteristics may be cause for rejection of the bid. Failure to submit the requested samples may eliminate the bidder from further consideration for award. Samples will not be returned to bidder.

3. CONTRACT TYPE AND DURATION

3.1. Firm Fixed Price Contract

This is a Firm-Fixed-Price contract shall be in the form of Purchase Order and all requirement, terms and conditions of this solicitation shall be incorporated in the PO and Contract by reference.

The County intends to award one (1) three-year fixed price contract with an effective date of July 1, 2025, through June 30, 2028, with the option to renew services for two additional one-year periods if agreed to by both parties. Any extension of the term of the original contract will be affected through an amendment to the contract.

4. DELIVERY TERMS AND CONDITIONS

- A. Decedents shall be transported from County Morgue 520 Clay Street, Fairfield California 94533 or other location as specified by the County Coroner's staff.

5. SPECIFICATIONS/DESCRIPTION OF SERVICES

5.1. Contractor Responsibilities

The successful Contractor shall be responsible for the following:

- A. The Contractor shall be responsible for the initial screening process for indigent disposition applications, this shall include, but is not limited to:
 - 1. Distribute the service request application to the applicants and provide a detailed explanation of the application process, including all necessary requirements.
 - 2. Interview all applicants and assist in completing all service request forms.
 - 3. Obtain all required documents to complete the application as outlined in the Coroner's Policy on Indigent Disposition see Exhibit B - Solano County Sheriff's Office: General Order 3.018.
 - 4. Provide the completed application and all related documents to the Coroner's Office for further investigation.
 - 5. Assist in obtaining further information from the applicants as required during the financial review.
- B. Upon approval or denial of the application for indigent disposition, the Contractor shall notify the applicant of the outcome of the investigation in the form of a memorandum.
- C. The County may declare a decedent indigent without initiating the aforementioned application process. The County will notify the Contractor when decedent was declared indigent without initiating

1. Provide no additional services to the family of the decedent outside the scope of this contract.
 2. Do not accept any money from indigent families and refer all payment issues on indigent cases to the Coroner's Office.
 3. Any money received related to an indigent disposition must be applied toward the reimbursement of the Indigent Burial Fund for incurred expenses.
- G. County has established a policy of cremation for non-veteran indigent deceased. The Sheriff-Coroner or his designated agent who has supervisory authority over the indigent disposition process shall be the only person who can determine exceptions to the policy.
- H. The Contractor shall return the remains to the family upon direction from the County.
1. If no next of kin exists, the contractor shall scatter cremains at sea upon direction from the County.
 2. If the County grants an exception to cremation policy the Contractor shall obtain written approval for all cremation exemption.
- I. No variation from the established procedure shall be accomplished without explicit written permission of the authorized representative of the Solano Sheriff-Coroner's Office.
- J. Contractor shall always possess valid applicable licenses issued from the California Department of Consumer Affairs - Cemetery and Funeral Bureau ("Bureau").
1. Contractor shall remain in good standing with the Bureau.
 2. Failure to possess the applicable licenses or remain in good standing can constitute to be a material breach of contract by the Contractor.
 3. At a minimum, Contractor must maintain of their Certificate of Authority (Cemetery), Cemetery Manager, Crematory, Crematory Remains Disposer, Crematory Manager, Funeral Establishment and Funeral Director licenses.
- K. This IFB and any amendment(s) will be incorporated in the final contract.

5.2. Contractor Minimum Requirements:

Contractor entity and staff shall possess the following valid licenses as issued by the California Department of Consumer Affairs - Cemetery and Funeral Bureau ("Bureau") at time of bid submittal:

1. Certificate of Authority (Cemetery),
2. Cemetery Manager,
3. Crematory,
4. Crematory Remains Disposer,
5. Crematory Manager,
6. Funeral Establishment, and
7. Funeral Director licenses.

Solano County's acceptance of bidder's offer shall be limited to the terms herein unless expressly agreed in writing by Solano County. Bids offering terms other than those shown herein will be declared non-responsive and will not be considered.

6.6. BIDDER AGREEMENT TO TERMS AND CONDITIONS.

Submission of a bid through the County's eProcurement Portal will be interpreted to mean bidder has agreed to all the terms and conditions set forth in the pages of this solicitation.

6.7. CANCELLATION OF CONTRACT.

The County of Solano may cancel this contract without cause at any time by giving thirty (30) days written notice to the supplier/vendor. The County of Solano may cancel this contract with cause at any time by giving ten (10) days written notice to the vendor. Cancellation for cause shall be at the discretion of the County of Solano and shall be, but is not limited to, failure to supply the service specified within the time allowed or within the terms, conditions, or provisions of this contract. The successful bidder may not cancel this contract without prior written consent of Purchasing Services.

6.8. COMPLIANCE OR DEVIATION TO SPECIFICATIONS.

Bidder hereby agrees that the services offered will meet all the requirements of the specifications in this solicitation unless deviations from them are clearly indicated in the bidder's response. Bidder may submit an attachment entitled "Exception to Specifications," which must be signed by bidder's authorized representative. An explanation must be made for each item to which an exception is taken, giving in detail the extent of the exception and the reason for which it is taken. Bids failing to comply with this requirement will be considered non-responsive. Submittal of brochure or other manufacturer literature is desirable but shall not be an acceptable substitution for the requirement. The County reserves the sole and independent right to accept or reject any exception or deviation in whole or part. Any such acceptance, in whole or in part, shall be in the best interest of the County.

6.9. COMPLIANCE WITH LAWS.

All bids shall comply with current federal, state, local and other laws relative thereto.

6.10. FORCE MAJEURE.

If execution of this contract shall be delayed or suspended and if such failure arises out of causes beyond the control of and without fault or negligence of the Vendor, the vendor shall notify the County of Solano, in writing, within twenty-four (24) hours, after the delay. Such causes may include but are not limited to acts of God, war, acts of public enemy, acts of any governmental entity in its sovereign or contractual capacity, fires, floods, epidemics, strikes and unusually severe weather.

6.11. FORMATION OF CONTRACT.

Bidder's bid submittal and Solano County's written acceptance shall constitute a binding contract.

6.12. LAWS GOVERNING CONTRACT.

This contract shall be in accordance with the laws of the State of California. The parties stipulate that this contract was entered into in the County of Solano, in the State of California. The parties further stipulate that the County of Solano, California, is the only appropriate forum for any litigation resulting from a breach hereof or any questions risen here from.

6.13. NOMENCLATURES.

The County shall not accept any amendments, revisions, or alterations to bids after the deadline for submittal.

6.24. BID WITHDRAWAL.

To withdraw a bid, contractor must submit a written request, signed by an authorized representative, to the Bid Coordinator prior to the official deadline / submittal date and time. After withdrawing a previously submitted bid, the contractor may submit another at any time up to the deadline for submittals.

6.25. BIDS FOR ADDITIONAL SERVICES.

If a contractor indicates an offer of services in addition to those required by and described in this IFB, these additional services may be added to the contract before, or at any time during an agreed to contract period, at the sole discretion of the County.

6.26. BID ERRORS.

Contractors are liable for all errors or omissions contained in their bids. Contractors will not be allowed to alter documents after the deadline for submitting bids.

6.27. CONFLICT OF INTEREST.

By submitting a bid, the contractor certifies that no amount shall be paid directly or indirectly to an employee or official of the County of Solano as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Contractor in connection with the procurement under this IFB.

6.28. NON-DISCRIMINATION.

No person shall be excluded from participation in, be denied benefits of, be discriminated against in the admission or access to, or be discriminated against in treatment or employment in the County's contracted programs or activities on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification protected by federal or California State Constitutional or statutory law; nor shall they be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of contracts with the County or in the employment practices of the County's contractors. Accordingly, all vendors entering into contracts with the County shall, upon request, be required to show proof of such nondiscrimination and to post in conspicuous places.

6.29. RIGHT TO REFUSE PERSONNEL.

Any personnel involved in this service shall submit to a criminal history screening during the contract period, if directed by the County at contractor's sole expense. The County reserves the right to refuse, at its sole discretion, any subcontractors or any personnel provided by the prime contractor or its subcontractors that fails to submit to screening or for any other reason that is in the best interest of the County.

6.30. LICENSURE.

The contractor must hold all necessary and applicable insurance, as well as all business and professional licenses. The County may require any or all contractors to submit evidence of proper documents.

6.31. PROTESTS.

Any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the Director of General Services. The protest shall be submitted in writing to the Director of General Services within seven (7) calendar days after such aggrieved person or company knows or should have known of the facts giving rise thereto. The protesting contractor/vendor shall file a

bid, in writing. Should the local business so match, it shall be deemed the lowest responsible bidder and receive the award.

2. Should the lowest responsible local business bidder decline to match as set forth above, the purchasing agent shall provide the next lowest responsible local business bidder, should one exist, and its bid is within five percent (5%) of the lowest responsible bidder, with the same notice and opportunity to match the bid of the lowest responsible bidder as above. This process shall continue as necessary, until an award is made either to a responsible local business bidder within five percent (5%) of the lowest responsible bidder, or the lowest responsible bidder itself.
3. In instances where a local business and a non-local business submit equivalent, lowest responsible bids, the purchasing agent shall give preference to the local business.
4. No contract awarded to a local business under this section shall be assigned or subcontracted in any manner that permits more than fifty (50) percent or more of the dollar value of the contract to be performed by an entity that is not a local business.

D. Declaration of Compliance

1. In submitting a bid subject to this section, a local business shall affirm its compliance with Sections 22-24 of the Solano County Code, on a form to be provided by the purchasing agent (Declaration form included in this bid).

E. Notice

1. The purchasing agent shall provide adequate notice of the provisions of this section to prospective bidders.

F. Exceptions

1. The exceptions provided for in section 1.1.11 of the County's Purchasing & Contracting Policy Manual shall apply to this section. Furthermore, this section is made expressly inapplicable to public works or other projects to the extent the application would be prohibited by state or federal law.

6.36. BIDDER REGISTRATION.

The County of Solano, Purchasing Services is now partnering with **OPEN GOV** to create an electronic procurement portal that will allow you to receive notifications of County business opportunities and submit bids and proposals to Solano County digitally. All Vendors who wish to compete for County work, must register on the County's eProcurement Portal.

BIDDER REGISTRATION PROCEDURE: Register as a Vendor at <https://procurement.opengov.com/portal/solanocounty>

When registration is completed, vendors will receive email notifications of bidding opportunities that match the commodity/services listed in the vendor profile. It is critical to list the National Institute of Purchasing (NIGP) codes related to the services and/or commodities offered by the vendors/contractors.

Remember that all vendors are also required to be register with the County of Solano. The vendor applications may be obtained here: ([Solano County Vendor Application](#)).

*Response required

8.2. BID VALIDITY - 180 DAY PERIOD: *

Bidder confirms that its bid shall be valid for a period of no less than 180 days after IFB closing date, as this contract shall begin on July 1, 2025.

Please confirm

*Response required

8.3. SUBCONTRACTOR LISTING:

IF BIDDER WILL USE SUBCONTRACTORS TO ASSIST WITH PROVIDING THE GOODS/SERVICES REQUESTED IN THIS SOLICITATION, BIDDER MUST UPLOAD DETAILS OF SAID SUBCONTRACTORS HERE. NOTE THE COUNTY RESERVES THE RIGHT TO DENY OR ACCEPT SUBCONTRACTORS AND SUBCONTRACTING.

8.4. NON-COLLUSION DECLARATION PURSUANT TO PUBLIC CONTRACT CODE SEC. 7106*

The undersigned declares: I am the authorized representative of the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that this declaration is executed.

Please confirm

*Response required

8.5. AGENCY REFERENCES: *

Please download the below documents, complete, and upload.

The bidder shall provide the (3) references of government agencies and or firms for whom they have provided similar services during the last three (3) years. These references should be from different entities and not from Solano County.

- [Agency Reference Form - IFB...](#)

*Response required

8.6. CERTIFICATION OF COMPLIANCE*

The bidder does hereby make certification and assurance of the Proposer's compliance with:

To reject any and all proposals considered not to be in the best interest of the County.

To waive any and all minor irregularities in proposals.

To reduce or increase any specification, in whole or in part due to changes in budget allocations.

I declare under penalty of perjury under the laws of the State of California that I have read the above Reservations as stated by the County of Solano.

Please confirm

*Response required

8.8. DRUG-FREE WORKPLACE CERTIFICATION*

The contractor or grant recipient named on this proposal hereby certifies compliance with Government Code Section 8355 in matters relating to providing a drug-free workplace. The contractor will:

1. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations, as required by Government Code Section 8355(a).

2. Establish a Drug-Free Awareness Program as required by Government Code Section 8355(b), to inform employees about all of the following:

- A. The dangers of drug abuse in the workplace
- B. The person's or organization's policy of maintaining a drug-free workplace
- C. Any available counseling, rehabilitation and employee assistance programs
- D. Penalties that may be imposed upon employees for drug abuse violations

3. Provide, as required by Government Code Section 8355(c), that every employee who works on the proposed contract or grant:

- A. Will receive a copy of the company's drug-free policy statement
- B. Will agree to abide by the terms of the company's statement as a condition of employment on the contract or grant

CERTIFICATION

I, the official submitting this proposal, hereby swear that I am duly authorized legally to bind the contractor or grant recipient to the above described certification. I am fully aware that this Certification, executed on the date of proposal submittal and in the County below, is made under

Please confirm

*Response required

8.9. DECLARATION OF LOCAL BUSINESS*

Solano County gives local businesses a preference in formal solicitations of goods and services as set forth in section 22-24 of the Solano County code. In order to qualify for this preference, a business must meet all of the following criteria:

a valid business license issued from the county or a political subdivision within the county; and

*Response required

8.10. DEBARMENT CERTIFICATION*

By submitting a bid/offer/proposal/quote to the County of Solano, under penalty of perjury, I, the Proposer, hereby certify that the Prospective Contractor and/or its officers, directors, and employees:

- A. Are not currently excluded, debarred, or otherwise ineligible to participate in a federally funded program
- B. Have not been convicted of a criminal offense related to the provision of federally funded items or services nor has been previously excluded, debarred, or otherwise declared ineligible to participate in any federally funded programs, and
- C. Are not, to the best of its knowledge, under investigation or otherwise aware of any circumstances which may result in contractor being excluded from participation in federally funded programs.

This representation shall be an ongoing representation during the term of any contract awarded to the Prospective Contractor. If awarded a contract, Prospective Contractor hereby commits to immediately notify the County of any change in the status of the representations set forth in this Form.

Prospective Contractor authorizes the County to independently verify its suspension and debarment status.

Prospective Contractors are cautioned that making a false certification may subject the certifier to criminal prosecution or administrative sanctions.

I certify that I am authorized by the company named above to respond to this request.

Please confirm

*Response required

8.11. FIRM'S DISCLOSURE OF CRIMINAL AND CIVIL PROCEEDINGS *

Describe all ongoing and past civil and criminal proceedings within the last 10 years. Indicate the status of current proceeding and the outcome of closed or completed actions. Also, describe, if any, how the outcome of actions impacted company business operations.

Note: if no civil and criminal proceedings within the last 10 years, please indicate.

*Response required

8.12. LICENSES AND/OR CERTIFICATES:*

Please attach copies of all required licenses and/or certifications here along with any other relevant information that you would like to have considered by the County of Solano.

*Response required

8.13. BIDDER DECLARATION:*

Bidder declares under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that this declaration is executed by an authorized representative of the firm.

Please confirm

*Response required

8.14. SIGNATURE PAGE *

Please download the below documents, complete, and upload.



Solano County
Sheriff's Office
Tom Ferrara, Sheriff
675 Texas Street, Fairfield, CA 94533

[FAIRMONT MEMORIAL PARK, INC.] RESPONSE DOCUMENT REPORT

IFB No. 952-1107-2024

Indigent Burial Services for Veterans and Non-Veterans

RESPONSE DEADLINE: January 17, 2025 at 5:00 pm

Report Generated: Wednesday, March 26, 2025

Fairmont Memorial Park, Inc. Response

CONTACT INFORMATION

Company:

Fairmont Memorial Park, Inc.

Email:

jbryan@bryanbraker.com

Contact:

Jenna Bryan

Address:

1850 W Texas Street
Fairfield, CA 94533

Phone:

(707) 425-4697

Website:

www.bryanbraker.com

Submission Date:

Dec 4, 2024 11:30 AM (Pacific Time)

The undersigned declares: I am the authorized representative of the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that this declaration is executed.

Confirmed

5. AGENCY REFERENCES: *

Pass

Please download the below documents, complete, and upload.

The bidder shall provide the (3) references of government agencies and or firms for whom they have provided similar services during the last three (3) years. These references should be from different entities and not from Solano County.

- [Agency Reference Form - IFB...](#)

Agency_Reference.pdf

The County of Solano reserves the right to make an award in whole or in part or any varying combination of the following requirements that will be in the best interest of the County, and not necessarily to the lowest Contractor. The intended award of Contract shall be made to the highest rated Proposer based on the evaluation Criteria stated within the IFB.

Right of Rejection

The County reserves the right to reject any and all proposals, or to cancel this IFB in part or in its entirety.

The County reserves the right to waive any variances in proposals provided such action is in the best interest of the County.

The County reserves the right to amend this IFB at any time. The County also reserves the right to cancel or reissue the IFB at its sole discretion.

Any proposal received which does not meet the stated pre-requisites of this IFB for Indigent Burial Services for Veterans and Non-Veterans, may be considered to be non-responsive, and may be rejected. The County may reject any proposal that does not comply with all of the terms, conditions, and performance requirements as stated within the IFB.

To cancel any award and re-solicit proposals for services herein specified due to the increased or added costs, if in its opinion increased prices are greater than those of the general market.

To cancel any award and re-solicit bids in the event services cannot commence with ten (10) days after the specified date for start of work.

To reject any and all proposals considered not to be in the best interest of the County.

To waive any and all minor irregularities in proposals.

To reduce or increase any specification, in whole or in part due to changes in budget allocations.

I declare under penalty of perjury under the laws of the State of California that I have read the above Reservations as stated by the County of Solano.

Confirmed

8. DRUG-FREE WORKPLACE CERTIFICATION*

Pass

[FAIRMONT MEMORIAL PARK, INC.] RESPONSE DOCUMENT REPORT
IFB No. 952-1107-2024
Indigent Burial Services for Veterans and Non-Veterans

- a valid business license issued from the county or a political subdivision within the county; and
- its principal business office, or a satellite office with at least one full-time employee, located in the county.

Section 2: Acknowledgement

By completing this section, the undersigned states that, under penalty of perjury, the statements provided herein are true and correct and that the business meets the definition of a local business as defined in section 22-24 of the Solano County code.

All information submitted is subject to investigation, as well as disclosure to third parties under the California public records act. incomplete, unclear, or incomprehensible responses to the following will result in the bid not being considered for application of the county's local preference policy. false or dishonest responses will result in rejection of the bid and curtail the declarant's ability to conduct business with the county in the future. it may also result in legal action.

Bidder declares under penalty of perjury under the laws of the state of California that the foregoing is true and correct, and that this declaration is executed by an authorized representative of the firm.

Please select YES if your business is located within Solano County.

Yes

LEGAL NAME OF THE BUSINESS*

Pass

Fairmont Memorial Park, Inc. bda Bryan-Braker Funeral Home

PHYSICAL ADDRESS OF PRINCIPAL PLACE OF BUSINESS OR SATELLITE OFFICE WITH AT LEAST ONE EMPLOYEE:*

Pass

A. PLEASE INCLUDE THE FOLLOWING:

1. Street

- C. Are not, to the best of its knowledge, under investigation or otherwise aware of any circumstances which may result in contractor being excluded from participation in federally funded programs.

This representation shall be an ongoing representation during the term of any contract awarded to the Prospective Contractor. If awarded a contract, Prospective Contractor hereby commits to immediately notify the County of any change in the status of the representations set forth in this Form.

Prospective Contractor authorizes the County to independently verify its suspension and debarment status.

Prospective Contractors are cautioned that making a false certification may subject the certifier to criminal prosecution or administrative sanctions.

I certify that I am authorized by the company named above to respond to this request.

Confirmed

11. FIRM'S DISCLOSURE OF CRIMINAL AND CIVIL PROCEEDINGS *

Pass

Describe all ongoing and past civil and criminal proceedings within the last 10 years. Indicate the status of current proceeding and the outcome of closed or completed actions. Also, describe, if any, how the outcome of actions impacted company business operations.

Note: if no civil and criminal proceedings within the last 10 years, please indicate.

n/a

12. LICENSES AND/OR CERTIFICATES:*

Pass

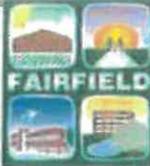
Please attach copies of all required licenses and/or certifications here along with any other relevant information that you would like to have considered by the County of Solano.

FDR_Lic.pdf

CRM_.pdf

[FAIRMONT MEMORIAL PARK, INC.] RESPONSE DOCUMENT REPORT
 IFB No. 952-1107-2024
 Indigent Burial Services for Veterans and Non-Veterans

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	No Bid
1	Cremation: Indigent Veteran	1	Total Cost per Occurrence	\$593.00	\$593.00	
2	Cremation: Indigent Non-Veteran	1	Total Cost per Occurrence	\$614.00	\$614.00	
3	Burial: Indigent Veteran	1	Total Cost per Occurrence	\$1,354.00	\$1,354.00	
4	Burial: Indigent Non-Veteran	1	Total Cost per Occurrence	\$1,564.00	\$1,564.00	
TOTAL					\$4,125.00	



BUSINESS LICENSE TAX CERTIFICATE

2024

- The City of Fairfield Municipal Code Chapter 10B requires all businesses to pay a business license tax
- All businesses are required to comply with City Codes
- This license is issued without verification and is not transferable
- This licensee may be subject to additional licenses or permits by County, State, and/or Federal governments
- This license must be displayed at your place of business in a conspicuous place/be ready to furnish it at will if a mobile business

Business (DBA): Bryan-Braker Funeral Home
Corporate Name: Fairmont Memorial Park, Inc.
Business Location: 1850 W TEXAS ST
FAIRFIELD, CA 94533-4441
Corporate or Fairmont Memorial Park Inc
Owner Name (s): Craig E Bryan
Jenna Bryan Stewart
Mailing Address: PO BOX 7
FAIRFIELD, CA 94533-0707

BUSINESS LICENSE NO. 70000008

Issued Date: 1/1/2024

Expiration Date: 12/31/2024 (Renew by 01/31/2025)

Business Type: 105

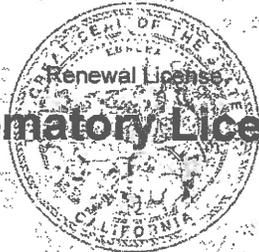
Description: Funeral Homes and Funeral Services

Location: Inside of the City Limits

Location Type: Commercial/Industrial

City of Fairfield | Community Development | 1000 Webster St, Fairfield, CA 94533 | BL@fairfield.ca.gov | www.fairfield.ca.gov/biz

 COPY



CEMETERY AND FUNERAL BUREAU

P.O. Box 989003

West Sacramento, CA 95798-9003

(916) 574-7870

Crematory License

License No. CR 180

Receipt No. 42330090

Valid Until: 9/30/2025

FAIRMONT MEMORIAL PARK
1850 W TEXAS ST - PO BOX 7
FAIRFIELD, CA 94533-0707

In accordance with the provisions of Division 3, Chapter 12 of the Business and Professions Code, the firm named hereon is issued a Crematory License within the State of California.

This license is valid only at the address shown.

1901 UNION AVE
FAIRFIELD, CA 94533

--- NON-TRANSFERABLE --- POST IN PUBLIC VIEW ---

WCBCR 06/31/08



4547

FAIRMONT MEMORIAL PARK
1850 W TEXAS ST - PO BOX 7
FAIRFIELD, CA 94533-0707

CEMETERY AND FUNERAL BUREAU
1625 NORTH MARKET BLVD, SUITE S208
SACRAMENTO, CA 95834

CALIC100.RENEWALR.08282024.45343.SEQID4547



Cemetery Broker Branch



CEMETERY AND FUNERAL BUREAU

P.O. Box 989003

West Sacramento, CA 95798-9003

(916) 574-7870

License No: CBB 101006

Receipt No: 41562004

Valid Until: 6/30/2025

CRAIG E BRYAN
FAIRMONT CREMATION SERVICES
1901 UNION AVENUE
FAIRFIELD, CA 94533-3717

In accordance with the provisions of Division 3, Chapter 19 of the Business and Professions Code, the person named herein is issued a Cemetery Broker Branch License within the State of California.

This license is valid only at the address shown.

FAIRMONT CREMATION SERVICES
1901 UNION AVENUE
FAIRFIELD, CA 94533

----- NON-TRANSFERABLE ----- POST IN PUBLIC VIEW -----

WGB088 08/31/08



1125
FAIRMONT CREMATION SERVICES
1901 UNION AVENUE
FAIRFIELD, CA 94533-3717

CEMETERY AND FUNERAL BUREAU
1625 NORTH MARKET BLVD, SUITE S208
SACRAMENTO, CA 95834

CALIC100.RENEWALR.06052024.45230.SEQID1125

Fairmont Memorial Park Inc. dba Bryan Braker Funeral Home

Final Audit Report

2025-06-30

Created:	2025-06-03
By:	Angela Donovan (ANDonovan@solanocounty.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAdQWM8dq3QHalk5Rs1d2k81zVM5C_xGd0

"Fairmont Memorial Park Inc. dba Bryan Braker Funeral Home" History

-  Document created by Angela Donovan (ANDonovan@solanocounty.gov)
2025-06-03 - 10:24:43 PM GMT
-  Document emailed to Angela Donovan (ANDonovan@solanocounty.gov) for approval
2025-06-03 - 10:27:38 PM GMT
-  Document approved by Angela Donovan (ANDonovan@solanocounty.gov)
Approval Date: 2025-06-03 - 10:28:27 PM GMT - Time Source: server
-  Document emailed to Michael McDonald (MEMcDonald@SolanoCounty.gov) for signature
2025-06-03 - 10:28:31 PM GMT
-  Email viewed by Michael McDonald (MEMcDonald@SolanoCounty.gov)
2025-06-03 - 11:01:47 PM GMT
-  Document e-signed by Michael McDonald (MEMcDonald@SolanoCounty.gov)
Signature Date: 2025-06-03 - 11:02:55 PM GMT - Time Source: server
-  Document emailed to Jeff Liddicoat (jliddicoat@solanocounty.gov) for signature
2025-06-03 - 11:02:58 PM GMT
-  Email viewed by Jeff Liddicoat (jliddicoat@solanocounty.gov)
2025-06-03 - 11:42:17 PM GMT
-  Document e-signed by Jeff Liddicoat (jliddicoat@solanocounty.gov)
Signature Date: 2025-06-03 - 11:43:33 PM GMT - Time Source: server
-  Document emailed to Lisa Donahue (LMDonahue@solanocounty.gov) for signature
2025-06-03 - 11:43:36 PM GMT

 Email viewed by Lisa Donahue (LMDonahue@solanocounty.gov)

2025-06-04 - 0:09:55 AM GMT

 Document e-signed by Lisa Donahue (LMDonahue@solanocounty.gov)

Signature Date: 2025-06-04 - 0:10:52 AM GMT - Time Source: server

 Document emailed to Tami Lukens (tdlukens@solanocounty.gov) for signature

2025-06-04 - 0:10:55 AM GMT

 Document e-signed by Tami Lukens (tdlukens@solanocounty.gov)

Signature Date: 2025-06-04 - 0:17:06 AM GMT - Time Source: server

 Document emailed to Alicia Draves (AMDraves@SolanoCounty.gov) for approval

2025-06-04 - 0:17:10 AM GMT

 Email viewed by Alicia Draves (AMDraves@SolanoCounty.gov)

2025-06-04 - 8:44:22 AM GMT

 Document approved by Alicia Draves (AMDraves@SolanoCounty.gov)

Approval Date: 2025-06-25 - 5:35:15 PM GMT - Time Source: server

 Document emailed to William Emlen (WFEmlen@SolanoCounty.gov) for signature

2025-06-25 - 5:35:18 PM GMT

 Email viewed by William Emlen (WFEmlen@SolanoCounty.gov)

2025-06-26 - 0:55:17 AM GMT

 Document e-signed by William Emlen (WFEmlen@SolanoCounty.gov)

Signature Date: 2025-06-30 - 3:10:51 PM GMT - Time Source: server

 Agreement completed.

2025-06-30 - 3:10:51 PM GMT