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DAVID M. LATINA
COMMISSIONER OF GENERAL SERVICES

PAMELA O'NEILL
PURCHASING AGENT

MEMORANDUM

TO: Kellie Strock
Coroners Office

FROM: Pam O'Neill
Purchasing Division

DATE: January 28, 2025

RE: RFP #2025-006 Morgue and Laboratory Services

Enclosed is a copy of the proposal submitted by Ellis Medicine in response to RFP #2025-006 Morgue and Laboratory Services.

Please evaluate the proposal to determine if the requirements of the RFP are met, and forward your comments and/or recommendation for award to Purchasing. As this was the only proposal received, it is not necessary to do a formal scoring evaluation.

If I can provide any additional assistance, please feel free to contact me.

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