

Burial Services Specifications

The State of Tennessee, Department of Correction, DeBerry Special Need Facility herein after shall be referred to as the “State” or “Agency”.

The service recipient refers to the Agency end user consumer, or using department, and hereinafter shall be referred to as the “Agency authority” or “using department”.

The service provider hereinafter shall be referred to as the “Contractor.”

This will be a five year contract.

Scope of Service:

1. Pickup of deceased individuals: The Contractor shall be responsible for retrieving deceased individuals from the State and moving them to the appropriate location for burial.

a. The State shall provide clothing for the deceased at the time of pickup by the Contractor. The Contractor is not required to provide a viewing for the deceased.

2. Provision of Casket: The Contractor shall provide a minimally featured, wooden casket with a cloth covering. The provided casket must meet any local regulations related to burial.

3. Provision of Grave Location: The Contractor shall provide and disclose the place of internment for any deceased individual the State requests services for.

4. Burial: The Contractor shall be responsible for the opening, placement of the deceased individual, and closing of the grave. Minimal local requirements as they pertain to embalming the deceased, or the use of a vault for the casket, are the responsibility of the Contractor to confirm and comply with.

Upon request, the State will provide a chaplain for any services required for the deceased individual at the gravesite.

5. Provision of Grave Marker: The Contractor shall provide a grave marker for each burial under this contract. The provided grave marker shall include:

- a. The name of the deceased individual
- b. The date of birth
- c. The date of death

6. Invoice Requirements: The invoice for payment must be submitted to the Agency's financial services department.

DeBerry Special Needs Facility
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