



Legislation Text

File #: 23-2675, **Version:** 1

Department: Purchasing

Department Head/Elected Official: DeWight Dopslauf

Regular or Supplemental RCA: Regular RCA

Type of Request: Financial Authorization

Project ID (if applicable): N/A

Vendor/Entity Legal Name (if applicable):

MWDBE Contracted Goal (if applicable): N/A

MWDBE Current Participation (if applicable): N/A

Justification for 0% MWDBE Participation Goal: N/A - Personal Services Agreement

Request Summary (Agenda Caption):

Request by the Office of the Purchasing Agent that the County Judge execute an amendment to a personal services exemption agreement with Forensic Pathology Labs, PLLC in the additional amount of \$99,000 for the American Rescue Plan Act 2021 (ARPA) for medical examiner services for the Institute of Forensic Sciences for the period of August 2, 2022 - December 31, 2023, MWDBE Contracted Goal: N/A - Personal Services Agreement.

Background and Discussion:

The Harris County Institute of Forensic Sciences (HCIFS) is experiencing an increased case load this calendar year in addition to an unprecedented attrition of Assistant Medical Examiners. To ensure timely completion of statutorily required autopsies, HCIFS is contracting with Dr. Alex John (through Forensic Pathology Labs, PLLC) to provide medical examiner services. Dr. John is an experienced forensic pathologist and has provided consultation to HCIFS in the past. Dr. John is already aware of the Department's needs, standard operating procedures, and accreditation requirements. There is no expectation that Dr. John would perform any autopsies that might require future courtroom testimony.

The agreement is being amended to add an additional \$99,000 in ARPA funds to the contract amount.

Expected Impact:

Dr. John will assist with caseload reduction by performing assigned autopsies. This will assist with turnaround time of case report completion, assisting with meeting accreditation standards, and providing information to decedent families.

Alternative Options:

The alternative is for HCIFS to continue processing cases as soon as possible with current staff leading to staff

burnout, further attrition, and longer turnaround times.

Alignment with Goal(s):

- Justice and Safety
- Economic Opportunity
- Housing
- Public Health
- Transportation
- Flooding
- Environment
- Governance and Customer Service

Prior Court Action (if any):

Date	Agenda Item #	Action Taken
08/02/2022	243	Approve personal service agreement with Forensic Pathology Labs, PLLC for medical examiner services
2/21/2023	332	Amendment to include federal procurement terms, extend contract term to 12/31/2023, and ARPA funds

Location: N/A

Address (if applicable): 1861 Old Spanish Trail, Houston, Texas 77054

Precinct(s): Choose an item.

Fiscal and Personnel Summary			
Service Name			
	FY 23	FY 24	Next 3 FYs
Incremental Expenditures (do NOT write values in thousands or millions)			
Labor Expenditures	\$	\$	\$
Non-Labor Expenditures	\$	\$	\$
Total Incremental Expenditures	\$	\$	\$
Funding Sources (do NOT write values in thousands or millions)			
Existing Budget			
1000 - General Fund	\$132,000	\$	\$
2651 - American Rescue Plan 2021	\$147,400	\$	\$
Choose an item.	\$	\$	\$
Total Current Budget	\$279,400	\$	\$
Additional Budget Requested			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$

Total Additional Budget Requested	\$	\$	\$
Total Funding Sources	\$279,400	\$	\$
Personnel (Fill out section only if requesting new PCNs)			
Current Position Count for Service	-	-	-
Additional Positions Requested	-	-	-
Total Personnel	-	-	-

Anticipated Court Date: 05/16/2023

Anticipated Implementation Date (if different from Court date):

Emergency/Disaster Recovery Note: COVID-19 related item

Contact(s) name, title, department: Julie Prine, JD, MFS, Chief of Staff / Senior Director, Operations
Harris County Institute of Forensic Sciences; Melissa McCord, Sr. Contracts Administrator, Purchasing

Attachments (if applicable): Letter, Agreement