



Legislation Text

File #: 23-2958, **Version:** 1

Department: Purchasing

Department Head/Elected Official: DeWight Dopslauf

Regular or Supplemental RCA: Regular RCA

Type of Request: Contract - Amendment

Project ID (if applicable): N/A

Vendor/Entity Legal Name (if applicable): ML Forensic Consulting LLC

MWDBE Contracted Goal (if applicable): N/A

MWDBE Current Participation (if applicable): N/A

Justification for 0% MWDBE Participation Goal: N/A - Goal not applicable to request

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 ML Forensic Consulting LLC in the additional amount of \$82,500 for grant funding under the American Rescue Plan Act 2021 (ARPA) for medical examiner services for the Institute of Forensic Sciences.

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. Mary Anzalone (through ML Forensic Consulting LLC) to provide medical examiner services. Dr. Anzalone is an experienced forensic pathologist and has provided consultation to HCIFS in the past. She is already aware of the Department's needs, standard operating procedures, and accreditation requirements. There is no expectation that she would perform any autopsies that might require future courtroom testimony.

The agreement is being amended to add an additional \$82,500 in ARPA funds to the contract amount.

Expected Impact:

Dr. Anzalone 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
3/22/2022	228	Approve personal service agreement with ML Forensic Consulting LLC for medical examiner services
4/26/2022	202	Amendment to personal service agreement with ML Forensic Consulting LLC to remove cap and also change invoicing terms
5/24/2022	232	Amendment to personal service agreement with ML Forensic Consulting LLC to modify invoicing terms
9/13/2022	290	Amendment to personal service agreement with ML Forensic Consulting LLC to increase the contract amount to \$232,000
2/21/2023	354	Amendment to include federal procurement terms, extend contract term to 12/31/2023, and ARPA funds

Location:

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	\$232,000	\$	\$
2651 - American Rescue Plan 2021	\$234,300	\$	\$
Choose an item.	\$	\$	\$
Total Current Budget	\$466,300	\$	\$
Additional Budget Requested			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Additional Budget Requested	\$	\$	\$
Total Funding Sources	\$466,300	\$	\$
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):

Fifth Amendment to Agreement Between Harris County and ML Forensic Consulting LLC