

**SPECIALIZED FORENSIC SERVICES AGREEMENT #**

This Specialized Forensic Services Agreement is made and entered into as of this 7 th day of JULY, 2020, by and between the COUNTY OF EL DORADO (herein referred to as EL DORADO) and the COUNTY OF ALPINE, (herein referred to as ALPINE), of which both parties are political subdivisions of the State of California,

**RECITALS**

WHEREAS, ALPINE COUNTY has determined that it is necessary to obtain a contractor to provide Specialized Forensic Services (Autopsy, Support and Morgue Services) for cases referred on an "as requested" basis for the ALPINE COUNTY Sheriff/Coroner's Office; and

WHEREAS, the EL DORADO County Coroner's Office has the facilities, staff and resources to provide such services;

NOW, THEREFORE, in consideration of the mutual promises hereinafter set forth, EL DORADO and ALPINE agree as follows:

**I. SCOPE OF SERVICES**

EL DORADO agrees to furnish personnel and equipment necessary to provide autopsy, support and morgue services on an "as requested" basis for the ALPINE COUNTY Sheriff/Coroner's Office. Services shall include, but not limited to those set forth in Exhibit "A", marked "Scope of Services", incorporated herein and made by reference a part hereof. If a service is performed by EL DORADO that is an additional service, not described in Exhibit "A", but is mutually agreed upon between EL DORADO and ALPINE in advance, the price shall be in accordance with EL DORADO's current list pricing schedule.

**II. TERM**

This Agreement shall be effective and commence as of July 1, 2020, upon being fully executed by both parties hereto, and shall expire on December 31, 2025.

**III. NOTICE**

Any notice, demand, request, consent, or approval that either party hereto may or is required to give the other pursuant to this Agreement shall be in writing and shall be either personally delivered or sent by mail, addressed as follows:

EL DORADO:  
EL DORADO County Coroner  
200 Industrial Drive  
Placerville, CA 95667

ALPINE COUNTY:  
ALPINE County Sheriff's Office  
14777 CA-89,  
Markleeville, CA 96120

Either party may change the address to which subsequent notice and/or other communications can be sent by giving written notice designating a change of address to the other party, which shall be effective upon receipt.

**IV. COMPLIANCE WITH LAWS**

EL DORADO and ALPINE shall observe and comply with all applicable Federal, State, and County laws, regulations and ordinances.

**V. GOVERNING LAWS AND JURISDICTION**

This Agreement shall be deemed to have been executed and to be performed within the State of California and shall be construed and governed by the internal laws of the State of California. Any legal proceedings arising out of or relating to this Agreement shall be brought in either EL DORADO County, California or ALPINE County, California.

**VI. STATUS OF CONTRACTOR**

It is understood and agreed that EL DORADO and ALPINE are independent parties contracting solely for the purpose of effectuating this Agreement, and neither party, nor any agents, representatives or employees of that party, shall be considered agents, representatives or employees of the other party. In no event shall this Agreement be construed as establishing a partnership or joint venture or similar relationship between the parties hereto.

**VII. CONFIDENTIALITY**

Each party, its agents, representatives and employees agrees to keep strictly confidential and hold in trust all confidential information of the other party and not reveal any confidential information to any third party without the express written consent of the other party.

**VIII. CONFLICT OF INTEREST**

EL DORADO and ALPINE officers and employees shall not have a financial interest, or acquire any financial interest, direct or indirect, in any business, property or source of income which could be financially affected by or otherwise conflict in any manner or degree with the performance of services required under this Agreement.

**IX. NONDISCRIMINATION IN EMPLOYMENT, SERVICES, BENEFITS & FACILITIES**

EL DORADO and ALPINE covenant that there shall be no discrimination on the basis of race, national origin, religion, creed, sex, age, veteran status, or handicap in connection with the performance of this Agreement.

**X. INDEMNIFICATION**

EL DORADO shall defend, indemnify, and hold harmless ALPINE, its Board of Supervisors, officers, directors, agents, employees, subcontractors AND VOLUNTEERS from and against all demands, claims, actions, liabilities, losses, damages and costs, including reasonable attorney's fees, arising out of or resulting from the performance of this Agreement, caused by the negligent or intentional acts or omissions of EL DORADO'S officers, directors, agents, employees, or volunteers.

ALPINE shall defend, indemnify and hold harmless EL DORADO, its Board of Supervisors, officers, directors, agents, employees, subcontractors and volunteers from and against all demands, claims, actions, liabilities, losses, damages, and costs, including reasonable attorney's fees, arising out of or resulting from the performance of this Agreement, caused by the negligent or intentional acts or omissions of ALPINE'S officers, directors, agents, employees, subcontractors or volunteers.

It is the intention of ALPINE and EL DORADO that the provisions of this paragraph be interpreted to impose on each party responsibility to the other for the acts and omissions of their respective officers, directors, agents, employees, volunteers, Board of Supervisors, and subcontractors. It is also the intention of ALPINE and EL DORADO that, where fault is determined to have been contributory, principles of comparative fault will be followed and each party shall bear the proportionate cost of any damage attributable to the fault of that party, its officers, directors, agents, and employees, volunteers, Board of Supervisors and subcontractors.

**XI. INSURANCE**

EL DORADO and ALPINE finance their liability, property and workers' compensation risks through a combination of self-insurance and insurance. Both parties are knowledgeable of each entity's risk financing programs and agree to rely on these programs to pay for any liabilities, losses, costs, suits, claims, judgments, expenses, fines or demands of any kind that may arise under the terms of this Agreement.

**XII. COMPENSATION AND PAYMENT OF INVOICES LIMITATIONS**

A. Compensation under this Agreement shall be per the provisions set forth in Exhibit B, incorporated herein and made by reference a part hereof, or

Exhibit B as modified by EL DORADO in accordance with express provisions as stated on page 4, Section XIV.

- B. EL DORADO shall submit an invoice to ALPINE on a monthly basis, upon verification of services provided. Invoices shall be submitted to ALPINE no later than the fifteenth (15th) day of the month following the invoice period, and ALPINE shall pay EL DORADO within thirty (30) days after receipt of an appropriate and correct invoice.
- C. ALPINE shall maintain for four years following termination of this agreement full and complete documentation of all services and payments associated with performing the services covered under this Agreement. Payment documentation shall include: Dates of Service, County Case Numbers, and Decedents Names.

Total amount of this Agreement shall not exceed \$150,000.

**XIII. SUBCONTRACTS, ASSIGNMENT**

EL DORADO shall obtain prior written approval from ALPINE before assigning or transferring, in whole or in part, this Agreement or any of its rights, duties or obligations under this Agreement. Any assignment or transfer without such consent shall be null and void. EL DORADO remains legally responsible for the performance of all contract terms including work performed by third parties under subcontracts. Any subcontracting will be subject to all applicable provisions of this Agreement. EL DORADO shall be held responsible by ALPINE for the performance of any subcontractor whether approved by ALPINE or not.

**XIV. AMENDMENT AND WAIVER**

Except as provided herein, no alteration, amendment, variation, or waiver of the terms of this Agreement shall be valid unless made in writing and signed by both parties. Waiver by either party of any default, breach or condition precedent shall not be construed as a waiver of any other default, breach or condition precedent, or any other right hereunder. No interpretation of any provision of this Agreement shall be binding upon EL DORADO and ALPINE unless agreed in writing by the EL DORADO COUNTY CORONER and ALPINE COUNTY SHERIFF-CORONER and counsel for both parties.

**XV. SUCCESSORS**

This Agreement shall insure to the benefit of, and be binding upon, EL DORADO and ALPINE and their respective successors.

**XVI. ADMINISTRATOR**

The EL DORADO County Officer or employee with responsibility for administering this Agreement is Tasha Thompson, Captain, Sheriff's Office, or successor.

**XVII. TIME**

Time is of the essence of this Agreement.

**XVIII. INTERPRETATION**

This Agreement shall be deemed to have been prepared equally by both of the parties, and the Agreement and its individual provisions shall not be construed or interpreted more favorably for one party on the basis that the other party prepared it.

**XIX. DISPUTES**

In the event of any dispute out of or relating to this Agreement, the parties shall attempt, in good faith, to promptly resolve the dispute mutually between themselves. If the dispute cannot be resolved by mutual agreement, nothing herein shall preclude either party's right to pursue remedy or relief by civil litigation, pursuant to the laws of the State of California.

**XX. TERMINATION**

- A. Should either party fail to substantially perform its obligations in accordance with this Agreement, the other party may notify the defaulting party of such default in writing and provide twenty-four (24) hours to cure the default. If such default is not cured within said twenty-four (24) hour period, the party that gave notice of default may terminate this Agreement upon no less than twenty-four (24) hours advance written notice. The foregoing notwithstanding, neither party waives the right to recover damages against the other for breach of this Agreement.
- B. Either party may terminate this Agreement for any reason by providing the other party at least thirty (30) days advance written notice of termination and specifying the actual date of termination in the written notice.

- C. If this AGREEMENT is terminated, EL DORADO shall be paid for any services completed and provided prior to notice of termination and any services necessary to complete pending autopsies.

**XXI. PRIOR AGREEMENTS**

This Agreement constitutes the entire contract between EL DORADO and EL DORADO regarding the subject matter of this Agreement. Any prior agreements, whether oral or written, between EL DORADO and ALPINE regarding the subject matter of this Agreement is hereby terminated effective immediately upon full execution of this Agreement.

**XXII. DUPLICATE COUNTERPARTS**

This Agreement may be executed in duplicate counterparts. The Agreement shall be deemed executed when it has been signed by both parties.

### **ADDENDUM A: MCIP Administrative Costs**

The MCIP Administrative Contract is a three-year contract. At the beginning of each calendar year, counties have the opportunity to inform DHCS of their intent to continue participation in MCIP for the upcoming State Fiscal Year (SFY) by completing the MCIP Letter of Intent (LOI).

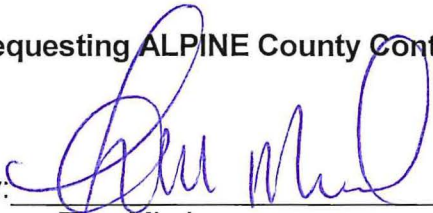
The methodology for calculating each county's nonfederal share of administrative costs was developed by DHCS in consultation with the California State Association of Counties, County Health Executives Association of California, California Association of Public Hospitals and Health Systems, and the California State Sheriffs' Association. The nonfederal share of administrative costs allocated to each county is based on the following:

- 1) 30% of the total administrative costs will be distributed evenly to participating counties over 50,000 in population. \*
- 2) 70% of the total administrative costs will be allocated to participating counties pro-rata based on population. \*

*\*Population data will be obtained from the California Department of Finance, Demographic Estimates*

To account for a cost of living adjustment on a yearly basis after the initial SFY of the current Agreement, DHCS will include a year over year growth factor of 5% to the maximum payable amount of the annual administrative cost for each subsequent SFY. DHCS will invoice participating counties for the nonfederal share of administrative costs quarterly after the close of the previous quarter based on actual administrative costs per the methodology above.


**Requesting ALPINE County Contract Administrator Concurrence:**

By:  \_\_\_\_\_

Tom Minder  
Undersheriff  
ALPINE County Sheriff

Dated: 7/23/2020

**Requesting Department Head Concurrence:**

By:  \_\_\_\_\_

Rick Stephens  
Sheriff  
ALPINE County Sheriff

Dated: 7/23/2020



**Requesting EL DORADO County Contract Administrator Concurrence:**

By: Tasha Thompson  
Tasha Thompson  
Captain  
EL DORADO County Sheriff

Dated: 8/3/20


**Requesting Department Head Concurrence:**

By: John D'Agostini  
John D'Agostini  
Sheriff  
EL DORADO County Sheriff

Dated: 7/30/20

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the day and year first written above.

**COUNTY OF EL DORADO, a  
political subdivision of the State  
of California**

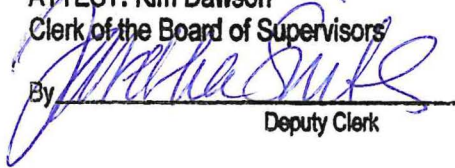
By   
Chair, Board of Supervisors  
EL DORADO County


**COUNTY OF ALPINE, a  
political subdivision of the State  
of California**

By   
Chair, Board of Supervisors  
ALPINE County

ATTEST:

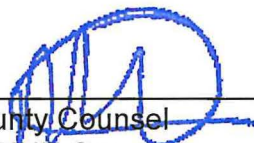
ATTEST: Kim Dawson  
Clerk of the Board of Supervisors

By   
Deputy Clerk

By   
Clerk of the Board of Supervisors  
ALPINE County

REVIEWED AND APPROVED BY EL DORADO AND ALPINE COUNTY COUNSEL

By   
Deputy County Counsel  
EL DORADO County

By   
County Counsel  
ALPINE County

## Exhibit A – SCOPE OF WORK

In summary, the El Dorado County Sheriff's Office (EL DORADO) will provide all labor, tax, bonds, insurance, permits, premiums, services, disposal, equipment, materials, and appurtenant facilities for pathology and autopsy services. EL DORADO will use whatever means necessary to inquire into the cause of all deaths that are sudden, unexplained, violent, or otherwise, as described in California Government Code 27491. EL DORADO shall employ a physician licensed to provide pathology services, including performing autopsies and recommending or ordering toxicological, bacteriological, serological, histological, microscopic, and/or other clinical examinations as may be necessary to advise and assist the ALPINE County Sheriff's Office in determining the cause of death.

EL DORADO will perform autopsies when determined necessary by an authorized representative of the ALPINE County Sheriff's Office. In some cases, the death examination may be limited to an external exam or evaluation. When an external exam reveals questions, or issues that in the opinion of the pathologist require an autopsy to be performed, EL DORADO/Pathologist will immediately notify ALPINE County Sheriff's Office staff concerning the need for an autopsy. In all cases, the final determination as to the extent of the examination or autopsy shall rest with an authorized representative of the ALPINE County Sheriff's Office.

### 1. SERVICES TO BE RENDERED BY EL DORADO.

- 1.1 Upon request from County, El Dorado will provide all equipment, supplies and personnel to perform professional **Pathology and Autopsy** services for ALPINE County Sheriff's Office. El Dorado shall comply with all applicable Federal, State and local laws relating to El Dorado's performance of this Agreement.
- 1.2 El Dorado shall perform the Work in a manner consistent with the level of competency and standard of care normally observed by a person practicing in El Dorado's profession. If County determines that any of the Work is not performed in accordance with such level of competency and standard of care, County, in its sole discretion, shall have the right to do any or all of the following: (a) require El Dorado to meet with County to review the quality of the Work and resolve matters of concern; (b) require El Dorado to repeat any substandard Work at no additional charge until it is satisfactory; (c) terminate this Agreement pursuant to Section XX; or (d) pursue any and all other remedies at law or in equity.
- 1.3 El Dorado is authorized to proceed immediately following full execution of this Agreement. Performance of the Work shall be completed within the time required herein or prescribed for an individual task by County; provided, however, that if performance is delayed by earthquake, flood, high water or other act of God, or by strike, lockout, or similar labor disturbances, the time for El Dorado's performance of this Agreement shall be extended by the number of days equal to the number of days of delay.

- 1.4 El Dorado shall complete each project assigned by County in accordance with an agreed-upon schedule.

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## **Exhibit B - COMPENSATION**

Total compensation to El Dorado will be made monthly on a time-and-materials basis with cost-not-to-exceed One Hundred Fifty Thousand and No Cents (\$150,000.00).

The Cost Proposal and Fee Schedule attached hereto, constitute the full and complete understanding and agreement of the parties with respect to the Services to be provided by El Dorado, El Dorado County, and they supersede any prior or contemporaneous understanding or agreement, whether written, oral or communicated in any other type of medium, between the parties relating thereto. No amendment or modification of any provision of this Agreement shall be binding unless made in writing and signed by the parties hereto.

The California Constitution requires that any County contract that extends beyond the current fiscal year must be subject to future appropriations.

**Autopsy Fee:** Standard routine autopsy. This fee includes all equipment, labor, tax, insurance, materials, Pathologist fees, disposal, toxicology processing, and facility and administrative fees to conduct a routine autopsy and state the cause of death: **\$1,550.00**

**External Examination:** This fee includes all equipment, labor, tax, insurance, materials, Pathologist fees, disposal, toxicology processing, and facility and administrative fees to conduct an external examination and state the cause of death: **\$800.00**

**Consultation Fee:** Pathologist= **\$180.00** per hour

**Pre-Trial Testimony Fee:** Pathologist= **\$180.00** per hour

Morgue Tech= **\$38.00** per hour

Coroner Detective= **\$85.00** per hour

Coroner Detective Sergeant= **\$103.00** per hour

**Travel and Waiting Fee:** Pathologist= **\$180.00** per hour

Morgue Tech= **\$38.00** per hour

Coroner Detective= **\$85.00** per hour

Coroner Detective Sergeant= **\$103.00** per hour

**Mileage Rate:** \$.575 per mile

**Medical Record Review:** This fee includes all equipment, labor, tax, insurance, materials, Pathologist fees, and facility and administrative fees to review medical records and state the cause of death: **\$250.00**

**Donor Services Harvest Fees:** Monday through Friday, 0800-2000 hours= **\$250.00**

After hours, weekends, and holidays = **\$590.00**

Initial fixed price contract for a period of two (2) years with an increase of up to 5% per year for three (3) additional years. Agreement in place for sum total of five (5) years.



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