

## Risk Review Form

<b>Contract/ Agreement Title</b>	Agreement with the District Six Medical Examiner for professional services related to the Medical Examiner's Office and Pinellas County Forensic Laboratory						
<b>Bid/Contract#</b>		<b>Granicus#</b>	19-1321A	<b>Stars#</b>	19-22464		
<b>Purchasing Contact:</b>		<b>PID #</b>		<b>Amount:</b>	\$6,109,250.00		
<b>Department</b>	Human Svcs		<b>Project/Contract Mgr:</b>	Daisy Rodriguez			
<b>Type of Contract</b>	Funding/Grant Agreement			<b>Method of Review</b>	Granicus		
<b>If PE to PE, \$768.28?</b>							

<b>JPA:</b>	Choose One	<b>Name of JPA:</b>	
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Required Coverages	Add'l Language / Exclusions	Limits	Justification
<b>WC/EL</b>		500K Person 500K Disease 500K Disease limit	Examiner performing work at County facility
<b>CGL</b>		1M Occurrence 2M Aggregate	Examiner performing work at County facility
<b>Professional</b>		1M Occurrence 3M Aggregate	Provides professional medical examinations
Choose an item.			
Choose an item.			
Choose an item.			
Choose an item.			

**Date/Time/Comments:** 8/1/19 Approval and execution of the agreement with Jon R. Thogmartin, M.D., P.A., District Six Medical Examiner (Medical Examiner) for professional services related to the Medical Examiner's Office and Pinellas County Forensic Laboratory. This is an annual agreement. Reviewed prior agreement 18-1118A, and there are three options for renewal through FY2023 if approved. No changes noted over prior agreement. Limits shown are the same as expiring except Auto Liability was removed based on new metrics and the advisement by Daisy Rodriquez that the Medical Examiner generally performs his duties in the office.

**NOTES:** This agreement provides funding for Medical Examiner operations and Pinellas County Forensic Laboratory services in accordance with Chapter 406, Florida Statutes, and Chapter 11G, Florida Administrative Code. The Medical Examiner will furnish all services and personnel necessary for Medical Examiner operations within Pinellas County. This agreement for professional services includes funding for the laboratory information management system, JusticeTrax (Phase II), and one (1) FTE with equipment for advanced testing of THC.

Medical Examiner operations comprises roughly 60% of the agreement budget and Forensic Laboratory operations including the Chemistry/Fire/Debris Section, the DUI Section, and the DNA Section at roughly 40% of the budget. Under Section 406.06(3) and 406.08(1), Florida Statutes, the Board of County Commissioners is responsible for the payment of Medical Examiner fees, salaries, and expenses. In 2018, the Medical Examiner accepted 1,456 Pinellas County death cases for examination. There were 701 crime scene investigations in 2017 and 766 crime scene investigations in 2018, an increase of 9.0%.

*Please note: The Insurance & Contractual Risk Division reviews requests to assess risk, assign insurance requirements and provide compliance reviews for insurance certificates. However, this review does not imply approval for any event, purchase, service or project. It is the requestor's responsibility to obtain all necessary approvals.*

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<b>Initial Reviewer:</b> Valerie Edmons	<b>Date</b> 8/1/2019
<b>2<sup>nd</sup> Reviewer:</b> Rick Kahler	<b>Date</b> 8/1/2019
<b>Manager Review:</b>	<b>Date</b> Click to enter date.

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