

To: Charles Winfrey, Human Services Committee Chairperson

From: Brian Hunter M.D.

RE: Approval of a contract between Genesee County and Hurley Medical Center, in an amount not to exceed \$40,000.00, to provide histology services to the Medical Examiner's Office

BOARD ACTION REQUESTED:

Approve contract with Hurley Medical Center for histology services.

BACKGROUND:

A request for proposal (RFP 24-393) properly submitted through the purchasing department for this service yielded one bid. The only bidder was Hurley Medical Center.

DISCUSSION:

Histology (the microscopic examination of tissues and cells) is vital to the roll of the medical examiner's office in determining the cause of death. The contract with Hurley Medical Center is a one-year contract with three one-year renewals. There is an estimated price increase of \$10,000.00 in which a budget increase is required. This contract will be paid from 1010-648.00-801.035

IMPACT ON HUMAN RESOURCES:

None

IMPACT ON BUDGET:

A budget increase of \$10,000 is required. Amendment is attached.

IMPACT ON FACILITIES:

None

IMPACT ON TECHNOLOGY:

None

CONFORMITY TO COUNTY PRIORITIES:

Medical examiners collaborate closely with law enforcement agencies, providing crucial forensic expertise for criminal investigations. By assisting in the prosecution of criminals, they contribute to public safety and discourage criminal activities. This, in turn, can help foster a safe environment for businesses to thrive and promote economic growth in the long run.

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY
BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, by this Board of County Commissioners of Genesee County, Michigan, that the request by the Medical Examiner's Office to authorize entering into a contract between Genesee County and Hurley Medical Center, whereby the contractor will provide histology services for the period commencing October 1, 2024, through September 30, 2025, at a cost not to exceed \$40,000.00 to be paid from account 1010-648.00-801.035, with a budget increase of \$10,000.00, is approved (a copy of the memorandum request and supporting documents being on file with the official records of the November 13, 2024 meeting of the Finance Committee of this Board), the Chairperson of this Board is authorized to execute the contract on behalf of Genesee County, and the Chief Financial Officer is directed to record the attached budget amendment.

PROFESSIONAL SERVICES CONTRACT

This Contract for Professional Services (the "Contract") is by and between the County of Genesee, a Michigan Municipal Corporation, whose principal place of business is located at 1101 Beach Street, Flint, Michigan 48502 (the "County"), and Hurley Medical Center, a Michigan Municipal Hospital, whose principal place of business is located at One Hurley Plaza, Flint, Michigan 48503 (the "Contractor") (the County and the Contractor together, the "Parties").

1. Term

1.1 Initial Term

The initial term of this Contract commences on October 1, 2024, and shall be effective through September 30, 2025 (the "Initial Term").

1.2 Extension Terms

The County has the option to extend this Contract for up to three (3) additional one year terms (the "Extension Terms"). Any such extension must be agreed to by Contractor and County in writing.

2. Scope of Work

The Contractor agrees to perform the services described on Exhibit A (the "Services").

3. Compensation

Unit Rate. The Contractor shall be paid according to the rates identified on Exhibit B. The total amount paid to the Contractor shall not exceed \$40,000.00, annually. Provision of Services by Contractor in excess of \$40,000 annually shall require a written Amendment to this Contract signed by both Parties. The Contractor must provide to the County monthly invoices in a form acceptable to the County. The County will pay the Contractor within sixty (60) days of the County's acceptance of the invoice and supporting documentation.

4. Taxes.

The County is a Michigan Municipal Corporation. The Contractor acknowledges that the County is exempt from Federal Excise Tax and Michigan Sales Tax.

5. Contract Administrator

The contract administrator for this Contract is Dr. Brian Hunter (the "Contract Administrator"). The Contractor acknowledges that the Contract Administrator is the primary County contact for notices and instructions related to this Contract. The Contractor agrees to provide a copy of all notices related to this Contract to the Contract Administrator.

6. Warranties

The Contractor warrants that:

- 6.1 The Services will be performed in a good and workmanlike manner and in accordance with generally acceptable practices in the industry.
- 6.2 The Contractor will comply with all federal, state, and local laws in the performance of the Services.
- 6.3 The Contractor will comply with the requirements of any federal or state grants used to fund or support this Contract so long as any such requirements are consistent with the respective obligations of the Parties pursuant to this Agreement.
- 6.4 The Contractor will obtain and maintain all applicable licenses and permits necessary to provide the Services for the entire term of this Contract.
- 6.5 The Contractor will obtain and maintain all applicable licenses and permits necessary to provide the Services for the entire term of this Contract.
- 6.6 Each party to this Agreement will remain responsible for any claims arising out of that Party's performance of this Agreement, as provided for in this Agreement or by law. This Agreement is not intended to either increase or decrease either Party's liability to or immunity from tort claims. This Agreement is not intended to give, nor will it be interpreted as giving, either party a right of indemnification either by contract or at law for claims arising out of the performance of this Agreement. Suspension of Work.

7. Suspension of Work

7.1 Order to Suspend Performance

Upon written order of the Contract Administrator, the Contractor agrees to immediately suspend performance of the Services upon receipt of notice provided in accordance with paragraph 16.11 of this Contract. The Contractor shall not be entitled to compensation for any Services performed during any period in which the Contract Administrator has directed that the Services be suspended.

7.2 Necessary Actions Before Suspension

If immediate suspension of the Services would cause harm, injury, or damage to persons or property, the Contractor must immediately, upon receipt of a written order of performance suspension under 7.1 above, notify the Contract Administrator of the nature of such harm, injury, or damage, and obtain written authorization from the Contract Administrator to take such necessary action as reasonably necessary to prevent or minimize such harm, injury or damage. Actions authorized, in writing, by the Contract Administrator pursuant to this paragraph are compensable.

8. Termination

8.1 Termination for Cause

If the Contractor or County is in breach of any provision of this Contract, and such breach continues for fourteen (14) days after written notice is issued to the Contractor or County of the breach, the Contractor or County may terminate this Contract. Such termination for cause is effective upon receipt of the notice of termination by the Contractor or County.

In addition to any other remedies provided by law or this Contract, the Contractor shall be responsible for all costs incurred by the County as a result of the Contractor's breach and termination, including any costs to obtain substitute performance.

8.2 Immediate Termination

If the County, in its discretion, determines that the Contractor's breach of this Contract constitutes a threat to public health, safety, or welfare, the County may terminate this Contract immediately upon notice to the Contractor.

In addition to any other remedies provided by law or this Contract, the Contractor shall be responsible for all costs incurred by the County as a result of the Contractor's breach and termination, including any costs to obtain substitute performance.

8.3 Termination for Convenience

If the County determines that it is in the County's best interests, the County may terminate this Contract upon thirty (30) days written notice to the Contractor.

The County shall pay for all work properly performed up to the effective date of the notice of termination.

8.4 Termination for Lack of Funding

If this Contract is funded by public funds or a grant from a public or private entity, and the funds are not appropriated or the grant is discontinued, the County may terminate this Contract by written notice specifying the date of termination. The date of termination shall not be less than ten (10) days after notice is received by Contractor.

The County shall pay for all work properly performed up to the effective date of the notice of termination.

9. Nondiscrimination

The Contractor covenants that it will not discriminate against an employee or applicant

of employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, sexual identity, gender, gender identity, gender expression, height, weight, marital status or a disability that is unrelated to the individual's ability to perform the duties of a particular job or position, and that it will require the same non-discrimination assurances from any subcontractor who may be used to carry out duties described in this contract. Contractor covenants that it will not discriminate against businesses that are owned by women, minorities or persons with disabilities in providing services covered by this Contract, and that it shall require the same assurances from subcontractors. Breach of this covenant shall be regarded as a material breach of this contract.

10. Freedom of Information Act

This Contract and all attachments, as well as any other information submitted by the Contractor to the County, are subject to disclosure under the provisions of MCL 15.231, *et seq.*, known as the "Freedom of Information Act".

11. Intellectual Property

Any intellectual property created by the Contractor in the performance of the Services shall be considered a work made for hire, and any and all rights in such intellectual property shall belong solely to the County. Upon the County's request, the Contractor agrees to execute any documents necessary to convey ownership of such intellectual property to the County.

12. Audit Rights

12.1 Certification of Accurate Information

Contractor certifies that all information provided to the County by the Contractor relating to the award or modification of this Contract, or any payment or dispute related to this Contract, is true and correct. The Contractor further certifies that its accounting system conforms to generally accepted accounting principles.

12.2 Inspection

The Contractor agrees that the County may inspect the Contractor's plant, place of business, or worksite to ensure compliance with the terms of this Contract. If this Contract is funded or supported with any state or federal grant funds, the state or federal agencies responsible for administering the applicable grants may examine the Contractor's plant, place of business, or worksite to ensure compliance with the terms of this Contract and the terms of the applicable grant. Any inspection of Contractor's plant by County shall occur during Contractor's regular business hours on a date and at a time mutually agreed to by the parties.

12.3 Audit

The Contractor agrees that the County may examine the Contractor's records

to ensure compliance with the terms of this Contract. If this Contract is funded or supported with any state or federal grant funds, the state or federal agencies responsible for administering the applicable grants may examine the Contractor's records to ensure compliance with the terms of this Contract and the terms of the applicable grant.

12.4 Records Retention

The Contractor agrees to maintain any business records related to this Contract or the Contractor's performance under this Contract for a period of at least three (3) years after final payment.

13. Identity Theft Prevention

13.1 In the event that the Contractor will obtain identifying information during the performance of the Services, the Contractor must take reasonable precautions to ensure that such identifying information is protected from unauthorized disclosure and is used only for the purpose of performing the Services.

13.2 For the purposes of this Paragraph, "identifying information" means any name or number that may be used, alone or in conjunction with any other information, to identify a specific person, including but not limited to name, address, telephone number, social security number, date of birth, driver's license number, taxpayer identification number, or routing code.

14. Insurance Requirements and Indemnification

The Contractor shall at all times maintain in full force and effect for duration of the term of this agreement the following insurance coverages. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan, having an AM Best rating of at least A- and acceptable to Genesee County. Notwithstanding the forgoing, Contractor's professional liability coverage may be through the Hurley Medical Center Self-Insurance Trust. *In addition, the County reserves the right to modify or waive at any time any applicable insurance requirements based on the scope of services provided at the discretion of the County's Risk Manager or other authorized representative of the County.*

Commercial General Liability Insurance on an "occurrence basis" with minimum limits of \$1,000,000 per occurrence and a \$2,000,000 aggregate limit. The policy shall name Genesee County, including all employees, elected and appointed officials and volunteers, all boards, commissions, and/or authorities, and their board members, employees, and volunteers as additional insureds. Coverage shall be primary and non-contributory, including a waiver of subrogation in favor of the County.

Workers' Compensation Insurance – as required by and in accordance with all applicable statutes of the State of Michigan, including Employers' Liability Coverage.

Automobile Liability – Including Michigan No-Fault coverages, with limits of liability not less than \$1,000,000 per occurrence combined single limit for bodily injury and property damage. Coverage shall include all owned, non-owned, and hired vehicles.

Limits may be satisfied using primary and excess/umbrella liability policies. -. The policy shall name Genesee County, including all employees, elected and appointed officials and volunteers, all boards, commissions, and/or authorities, and their board members, employees, and volunteers as additional insureds.

Professional Liability Insurance – in an amount not less than \$1,000,000 per occurrence and \$1,000,000 aggregate. If this policy is a claims made form, the Contractor shall be required to keep said policy in force, or provide "tail" coverage for a minimum of three (3) years after the termination of this contract. Professional Liability coverage may be provided by Contractor through the Hurley Medical Center Self-Insurance Trust.

A licensee or its insurance broker shall notify the County of any cancellation or reduction in coverage within seven (7) days of receipt of insurer's notification to that effect. The contractor, licensee, permittee, or lessee shall forthwith obtain and submit proof of substitute insurance to the County Risk Manager within five (5) business days in the event of expiration or cancellation of coverage.

14.1 Insurance Certificate and Additional Insured Coverage

1. Certificate of Insurance – The Contractor must provide a Certificate of Insurance evidencing the required insurance set forth above. The Certificate Holder should be listed as follows:

Genesee County Attn: Risk Management
1101 Beach Street, Flint, MI 48502

2. Endorsements In addition, the contractor must provide the following endorsements, including but not limited to:
 - a. An additional insured endorsement (equivalent in coverage to ISO form CG 20 10 and CG 20 37) naming the "Genesee County, its officials, employees and agents, all boards, commissions and/or authorities and board members, including employees and volunteers thereof" as additional insureds under the general liability policy. No person or department should be identified as the additional insured. Coverage afforded shall be considered primary and any other insurance or self- insurance, maintained by or available to the County shall be considered secondary and/or excess.
 - b. An endorsement to each policy stating that such policy shall not be cancelled or reduced in coverage except after thirty (30) days prior written notice to County. Cancellation, material restriction, nonrenewal or lapse of any of the required policies shall be grounds for immediate termination of the Agreement by the County. If any of the required coverages expire during the term of the contract, the vendor shall deliver renewal certificates, endorsements, and/or policies to County at least ten (10) days prior to the expiration date.

In lieu of required endorsements, a copy of the policy sections, where coverage is provided for additional insured and cancellation notice, may be acceptable. Copies of all policies mentioned above shall be furnished, if so requested.

- 15.** Each party to this Agreement will remain responsible for any claims arising out of that party's performance of this Agreement, as provided for in this Agreement or by law. This Agreement is not intended to either increase or decrease either party's liability to or immunity from tort claims. This Agreement is not intended to give, nor will it be interpreted as giving, either party a right of indemnification either by contract or at law for claims arising out of the performance of this Agreement. Independent Contractor

The Contractor and its agents and employees are independent contractors and are not the employees of the County.

16. General Provisions

16.1 Entire Contract

This Contract, consisting of the following documents and Exhibits, embodies the entire Contract between the Parties.

- 16.1.1. The Contract - This Professional Services Contract
- 16.1.2. Exhibit A - Description of the Services
- 16.1.3. Exhibit B - Cost

There are no promises, terms, conditions, or obligations relating to the Services other than those contained herein. In the event of a conflict between this Contract and any Exhibit, the terms of this Contract shall control.

16.2 No Assignment

The Contractor may not assign or subcontract this Contract without the express written consent of the County.

16.3 Modification

This Contract may be modified only in writing executed with the same formalities as this Contract.

16.4 Binding Effect

The provisions of this Contract shall apply to and bind the heirs, executors, administrators, and assigns all of the parties hereto.

16.5 Headings

The paragraph headings in this Contract are used only for ease of reference, and do not limit, modify, construe, and or interpret any provision of this Contract.

16.6 Governing Law and Venue

This Contract is entered into under the laws of the State of Michigan. Any

litigation between the Parties arising out of this Contract must be initiated within two years of the cause of action accruing and must be brought in a court of competent jurisdiction in Genesee County, Michigan.

16.7 Subpoena Power

The Contractor acknowledges and understands that the Chairperson of the Genesee County Board of Commissioners, pursuant to MCL 46.3(5), as amended, has the power to administer oaths, issue subpoenas, and compel a person's attendance in the same manner as a court of law. The Contractor agrees to submit to this power with respect to this Contract.

16.8 Severability and Survival

In the event that any provision of this Contract is deemed by any court of competent jurisdiction to be legally ineffective, such decision shall have no effect on the remaining provisions of this Contract.

16.9 Interpretation

Each Party has had opportunity to have this Contract reviewed by legal counsel and has had equal opportunity to contribute to its contents. In the event of any dispute concerning the interpretation of this Contract, there shall be no presumption in favor of any interpretation solely because the form of this Contract was prepared by the County.

16.10 Remedies

All remedies specified in this Contract are non-exclusive. The County reserves the right to seek any and all remedies available under this Contract and applicable law in the event that the Contractor fails to abide by the terms of this Contract.

16.11 Notices

Notices required by this Contract shall be personally delivered or sent by first class mail and certified mail to the party to be so notified at the following business address.

If to Contractor

Hurley Medical Center
1 Hurley Plaza
Flint, MI 48503
Attn: Rebecca Lawrence

If to County

County of Genesee
1101 Beach Street
Flint, MI 48502
Attn: Dr. Brian Hunter

The remainder of this page has been left intentionally blank and is followed by the signature page.

IN WITNESS WHEREOF, the Parties have caused this Contract to be executed by their duly authorized agents.

HURLEY MEDICAL CENTER

By: _____
Melany Gavulic,
President & CEO

Date: _____

COUNTY OF GENESEE

By: Delrico J. Loyd
Delrico J. Loyd (Jan 29, 2025 08:58 EST)
Delrico J. Loyd, Chairperson Board of
County Commissioners

Date: 29/01/2025

EXHIBIT A
The Services

1. Provide pre-labeled tissue cassettes using case numbers provided to the lab by the Medical Examiner's Office.
2. Courier service to deliver pre-labeled cassettes and pick up tissues (already in cassettes) ready for processing and return prepared slices and blocks to the Medical Examiner's Office.
3. Routine turn-around-time, 7-10 days, STAT turnaround time, 3 days.
4. Conduct quality control assessment of final H & E histologic sections to ensure high quality work and to judge the adequacy of fixation time relative to quality outcome. Inform the Medical Examiner's office if additional fixation time is needed to ensure section quality.
5. Perform recuts at no charge if initial sections are deemed inadequate by the forensic pathologist.
6. Perform special stain histology services as requested by the Medical Examiner's office.

EXHIBIT B
Cost

Item number	Item description	Currency	Unit price
	Autopsy Case Routine (per case) 7-10 day TAT		\$ 250.00
	Autopsy Case STAT (per case) 3 day TAT		\$ 500.00
	Autopsy Case Frozen (per case)		\$ 500.00
	Special Stain per block per slide		\$ 20.00
	immunohistochemistry per block per slide		\$ 30.00

Binder1

Final Audit Report

2025-01-29

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-  Document created by Kieth Rumbold (KRumbold@geneseecountymi.gov)
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