

W/OA

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO.) **IN THE MATTER OF APPROVING A TWO**
) **YEAR CONTRACT AMENDMENT IN AN**
) **AMOUNT NOT TO EXCEED \$115,500 WITH**
) **SACRED HEART MEDICAL CENTER TO**
) **PROVIDE MORGUE SERVICES FOR THE**
) **MEDICAL EXAMINER'S OFFICE IN THE**
) **LANE COUNTY DISTRICT ATTORNEY'S**
) **OFFICE.**

WHEREAS, Lane County is statutorily responsible for the cost of morgue services for certain deaths in Lane County; and

WHEREAS, Lane Manual Chapter 21 sets forth policy regarding award of contracts for services and policy regarding signatory authority of the county administrator; and

WHEREAS, the cost of the contract amendment for morgue services from Sacred Heart Medical Center, not to exceed \$115,500, exceeds the signatory authority of the county administrator; and

WHEREAS, Sacred Heart Medical Center has been determined to be the sole qualified provider of morgue services in Lane County in accordance with Lane Manual 20.140; and

WHEREAS, Sacred Heart Medical Center has been providing morgue services to the Medical Examiner's Office for over two decades and has agreed to provide these services for an additional two years at the previously contracted rate; it is hereby

ORDERED that the Contract Amendment in an amount not to exceed \$115,500 with Sacred Heart Medical Center to provide morgue services for an additional two years is approved and the County Administrator is authorized to execute that contract amendment.

DATED this ____ day of January, 2003.

Peter Sorenson, Chair
BOARD OF LANE COUNTY COMMISSIONERS

AGENDA COVER MEMO

Agenda Date: January 28, 2003
To: Board of County Commissioners
Department: District Attorney
Presented By: F. Douglass Harclerod, District Attorney

Agenda Item Title: **IN THE MATTER OF APPROVING A TWO YEAR CONTRACT AMENDMENT IN AN AMOUNT NOT TO EXCEED \$115,500 WITH SACRED HEART MEDICAL CENTER TO PROVIDE MORGUE SERVICES FOR THE MEDICAL EXAMINER'S OFFICE IN THE LANE COUNTY DISTRICT ATTORNEY'S OFFICE.**

I. MOTION

MOVE TO APPROVE ORDER NO. _____/IN THE MATTER OF APPROVING A TWO YEAR CONTRACT AMENDMENT IN AN AMOUNT NOT TO EXCEED \$115,500 WITH SACRED HEART MEDICAL CENTER TO PROVIDE MORGUE SERVICES FOR THE MEDICAL EXAMINER'S OFFICE IN THE LANE COUNTY DISTRICT ATTORNEY'S OFFICE.

II. ISSUE OR PROBLEM

Should Lane County enter into an amended contract with Sacred Heart Medical Center to provide morgue services for the Medical Examiner's Office in the Lane County District Attorney's Office for two years, from July 1, 2002 to June 30, 2004?

III. DISCUSSION

A. Background

The deputy medical examiners are now housed in the Lane County District Attorney's Office. The deputy medical examiners assist the

medical examiner in investigation of certain deaths (unattended or unusual). The medical examiner is contracted by the State of Oregon. In the process of the investigations, morgue facilities are used. Bodies are stored and autopsies are performed. The only morgue facility in Lane County is housed in the Sacred Heart Medical Center.

Up until fiscal year 2001-02 Lane County and Sacred Heart had a verbal agreement on the cost of the services. Services at that time were paid on a monthly basis through the purchase order process and the annual cost of services did not exceed \$50,000. During fiscal year 2000-01 Sacred Heart determined that the charges that had been made for medical examiner services were not supporting the hospital costs. Their request for increased rates set in motion a process of clarification that determined roles and responsibilities for the state, the medical examiner and Lane County. Through the process it was determined that Lane County is legally obligated to bear the cost of corpse examinations, autopsies and body storage and that Sacred Heart Medical Center is the sole provider of morgue services. The increased cost charged by Sacred Heart resulted in a formalized contract between Sacred Heart and Lane County. The contract was written for the period from July 1, 2001 to June 30, 2002.

B. Analysis

Sacred Heart Medical Center is still the only morgue facility in Lane County. They can provide a fully equipped, staffed, secure and sterile morgue.

Sacred Heart Medical Center has agreed to a two-year contract amendment retroactive to July 1, 2002 in an amount not to exceed \$115,500 with no cost increase. This amount exceeds the county administrator's signatory authority. Therefore, the Board must act to award the contract amendment and authorize the county administrator to sign.

C. Alternatives/Options

1. Approve the Contract Amendment and authorize the County Administrator to execute the same.
2. Not to accept the motion. This could result in loss of morgue services in Lane County.

D. Recommendation

To accept alternative number one.

IV. IMPLEMENTATION/FOLLOW-UP

Upon Board action, the contract will be forwarded for signature.

V. ATTACHMENTS

1. Board Order
2. Contract Amendment

**FIRST AMENDMENT TO
CONTRACT
FOR MORGUE SERVICES
between
LANE COUNTY
and
SACRED HEART MEDICAL CENTER**

The Morgue Services Agreement between Lane County and Sacred Heart Medical Center, executed on November 12, 2001, is amended to extend the term for an additional two years commencing retroactive to July 1, 2002, and ending June 30, 2004.

The total amount of funds to be paid to Contractor for morgue services for the period of extension of the contract is as follows:

FY 2002-03: Not to exceed \$57,750

FY 2003-04: Not to exceed \$57,750

Any reference to Lane County Health and Human Services shall hereby be changed to Lane County District Attorney's Office. All other terms of the Agreement remain in full force and effect.

Confidentiality Contractor agrees to comply with all applicable federal and state laws, rules and regulations regarding confidentiality of health care information, including amending this agreement if necessary to comply with the Health Insurance Portability and Accountability Act (HIPAA).

This First Amendment is executed, in duplicate original, as of the date of the last party to sign below.

LANE COUNTY, OREGON

SACRED HEART MEDICAL CENTER

By: _____

By: _____

Its: County Administrator

Its: Administrator

Date: _____

Date: _____