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October 30, 2020

Hon. Andrew Joyce, Chairman Albany County Legislature Albany, New York 12207

Hon. Dennis Feeney Majority Leader Albany, New York 12207

Hon. Frank Mauriello Minority Leader Albany, New York 12207

Re. Request for Legislative Action

Dear Chairman Joyce,

Enclosed please find the Albany County Coroner's request for legislative action seeking to renew a contract with Ellis Hospital for morgue, histology, x-rays and toxicology services to conduct Coroner death investigations. The term of the contract will be a for two years.

Sincerely, Timothy J. Cavanaugh Albany County Coroner

COUNTY OF ALBANY

COST PROPOSAL FORM

PROPOSAL IDENTIFICATION:

Title: Morgue and Laboratory Services

RFP Number: 2020-110R

COMPANY:	Ellis Medicine
ADDRESS:	1101 Not St.
CITY, STATE, ZIP:	Schenectady, NY 12308
TEL. NO.:	(518) 243-4248
FAX NO.:	(516) 243 - 1355
FEDERAL TAX ID NO.:	<i>\$14-1338428</i>
REPRESENTATIVE:	Robert Miglin
E-MAIL:	MIGHTNR @FLLISMEDICINE. OF
SIGNATURE AND TITLE	Rheit Myling Admin Lab Director
DATE 10/19/2	020

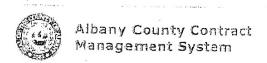
3. Plan Implementation

Ellis Medicine will provide facilities, staff, supplies and equipment necessary to perform autopsy procedures. Scope of Service may include: *

- Morgue facility staffed by the equivalent of 2 FT autopsy technicians with forensic training.
- Scalpels, scissors, clamps, hoses and knives.
- Specimen holders, specimen labeling, storage and proper maintenance of chain of custody.
- Masks, caps, shoe covers, special full face masks with hepa filter for isolation cases of TB as specified in OSHA guidelines.
- Office space with telephone for Coroner, Law Enforcement personnel and pathologists.
- Isolation area with showers for doctors and attendants/assistants.
- Stock storage of autopsy tissues, blocks, and microscopic slides and incineration of waste materials.
- Two (2) autopsy tables.
- Morgue cooler capable of holding at least six (6) bodies.
- Refrigerator for storing blood and organs for Medical/Leal examinations.
- Radiology services.
- Weighing machines.
- Adequate lighting.
- Preparation of routine H&E and special stained slides which will be available within three (3) business days of post mortem examination.
- Disposal of organs and specimens in accordance with New York State Department of Health Rules and Regulations for disposal of pathological waste.
- Security personnel for proper handling of deceased person while on hospital property.
- In-house general lab testing
- Non-standard reference lab testing such as DNA and genetic testing.
 - * Third party toxicology testing will be contracted separately by Albany County

4.3 Fees

- a. Full Autopsy: \$1000 Cost includes:
- Morgue facility staffed by the equivalent of 2 FT autopsy technicians with forensic training.
- Scalpels, scissors, clamps, hoses and knives.
- Specimen holders, specimen labeling, storage and proper maintenance of chain of custody.
- Masks, caps, shoe covers, special full face masks with hepa filter for isolation cases of TB as specified in OSHA guidelines.
- Office space with telephone for Coroner, Law Enforcement personnel and pathologists.
- Isolation area with showers for doctors and attendants/assistants.
- Stock storage of autopsy tissues, blocks, and microscopic slides and incineration of waste materials.
- Two (2) autopsy tables.
- Morgue cooler capable of holding at least six (6) bodies.
- Refrigerator for storing blood and organs for Medical/Leal examinations.
- Weighing machines.
- Adequate lighting.
- Preparation of routine H&E slides which will be available within three (3) business days of post mortem examination.
- Disposal of organs and specimens in accordance with New York State Department of Health Rules and Regulations for disposal of pathological waste.
- Security personnel for proper handling of deceased person while on hospital property.
- b. External Autopsy requiring the use of Autopsy Technician: \$500
- c. In-house general lab testing/special stains: \$10
- d. Non-standard reference lab testing such as DNA and genetic testing: Cost to be reimbursed by county plus \$25 processing and handling
- e. Radiology Assistance: \$250
- f. Storage (after 30 days and subsequent 30 days thereafter): \$100



This Site: Albany County Contr 🗸

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Albany County Contract Management System > Request for Contract Approval > 5805

Request for Contract Approval: 5805

New Item Bedit Item	🗙 Delete Item 🍪 Workl	flows Alert Me	
Request ID #		·	5805
Department		N.	A1185 - Coroners
Contract Type			C) County Legislative Contracts
Contract Action		e e	C) Renewal
Contract Action Type		2 A 21	
Resolution #			
Date Submitted		ai e s	10/30/2020 12:00 AM
Expiration Date			1/1/2021 12:00 AM
Contact Person			Budka, Helen
Contact Phone	A I I		518-4457604
Contact Email			Helen.Budka@albanycountyny.gov
Vendor Info			Name: Ellis Hospital
	* *,		Address: 1101 Nott Street Schenectady, New York 12308
Estimated Amount			445,000.00
Estimated Term	8 0		Two year
Scope of Service			Morgue facility staffed. See attached
Budget Line	Tener a e c		AA1185
Point 2 or 4	ā	g g	2
Line Item			44,048.00
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Line Item			4
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Fiscal Impact - State

0.00

Fiscal Impact - Federal 0.00 Revenue Code AA1185 Revenue Line 44,048.00 Capital Plan Capital Plan: Capital Plan - Line Item

Revenue Code

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Capital Plan - Line Item Revenue Code Revenue Code

Revenue Line

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Revenue Line

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Capital Plan - Line Item

Anticipated in Current Budget Yes

BID, RFP, RFQ Completed? Yes - RFP BID/REP/RFQ #

Additional Comments

Attachments Ellis 2021.pdf

DMB Section

DMB Approval

Reason for Disapproval

Not to Exceed Amount

Date of Approval or Disapproval

If CAB contract, Date approved by CAB

If Legislative contract, Date approved by Legislature

Contract ID # 5,905

Law Section

Law receives request to prepare contract

Law receives back-up documentation to prepare contract

Law sends draft of contract to Dept for review

Law sends final contract to department

Law sends signed contract to CEO to sign

Law sends signed contract to Comptrollers office and requesting department.

Completed Date

Created at 10/30/2020 2:17 PM by Budka, Helen Last modified at 11/4/2020 11:40 AM by Budka, Helen