

COB - BOSAIR FORM

08/20/2025 10:10 AM (MST)
Submitted by Christopher.Smith@pima.gov



Welcome to the [Board of Supervisors Agenda Item Report \(BOSAIR\)](#) Form.
This form is used to submit agenda items for Board of Supervisors consideration, including contracts, awards, grants, amendments, and other official actions.

All fields are required. Enter N/A if not applicable. For number fields, enter 0 if not applicable.

Record Number: CT FSC CTN-FSC-240000000000000000182-1

Award Type:	Contract
Requested Board Meeting Date:	09/16/2025
Signature Only:	NO
Procurement Director Award / Delegated Award:	<ul style="list-style-type: none">N/A
Supplier / Customer / Grantor / Subrecipient:	Apache County
Project Title / Description:	IGA Agreement Between Pima and Apache County
Purpose:	The purpose of this Agreement is to set forth the responsibilities of the parties for the provision of Medical Examiner services by County to Apache, and to address legal and administrative matters among the parties. Both parties have agreed to amend the annual fee for medical examiner services, reducing the annual price from \$150,000 to the new price of \$100,000 per year.
Procurement Method:	IGAs: This IGA is a non Procurement contract and not subject to Procurement rules.
Procurement Method Additional Info:	Amending contract CTN-FSC-24*182
Program Goals/Predicted Outcomes:	Pima County and Apache County desire to enter into an intergovernmental agreement whereby the physicians employed by Pima County as Medical Examiners will provide Medical Examiner services for and on behalf of Apache County
Public Benefit and Impact:	Apache County has determined that appointment of a full-time Apache County Medical Examiner is not practical and desires to establish a list of licensed physicians who will be available to perform duties required of a Medical Examiner. Physicians employed by Pima County as Medical Examiners will provide Medical Examiner services for and on behalf of Apache County
Budget Pillar	<ul style="list-style-type: none">Core functions & excellent service
Support of Prosperity Initiative:	N/A
Provide information that explains how this activity supports the	N/A

Metrics Available to Measure Performance:

Revenue and the amount of cases Pima County perform for Apache County

Retroactive:

YES

Retroactive Description:

The initial amendment was sent to Apache County but was delayed in being submitted to their Board of Supervisors for signature and approval. Now that we have the signed amendment, we would like to make the effective date retroactive to July 7, 2025, so the annual fees can be paid from Apache County's adopted budget.

Amendment / Revised Award Information

All fields are required. Enter N/A if not applicable. For number fields, enter 0 if not applicable.

Record Number: CT FSC CTN-FSC-240000000000000000182-1

Document Type:

CT

Department Code:

FSC

Contract Number:

CTN-FSC-240000000000000000182-1

Amendment Number:

1

Commencement Date:

07/01/2025

Termination Date:

06/30/2029

Is the Termination Date new?

NO

Classification:

Revenue

Adjust Level:

Decrease

Prior Contract Number (If Applicable):

CTN-FSC-24*182

Amount This Amendment:

\$200,000.00

Funding Source(s) required:

N/A

Funding from General Fund?

NO

Contract is fully or partially funded with Federal Funds?

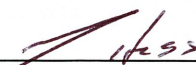
NO

Department:

Medical Examiner

Name:

Telephone: 520-724-86090

Department Director Signature:  Date: August 20 2025

Deputy County Administrator Signature:  Date: _____

County Administrator Signature: _____ Date: 8/21/2025

Pima County Department of Forensic Science Center

Project: Intergovernmental Agreement Between Pima County and Apache County for Medical Examiner Services

Contractor: Apache County

Contract No.: CTN-FSC-24*182

Contract Amendment No.: 01

Orig. Contract Term: 07/01/2024-06/30/2029	Orig. Amount:	\$750,000.00
Termination Date Prior Amendment: 06/30/2025	Prior Amendments Amount:	\$ 0.00
Termination Date This Amendment: 06/30/2029	This Amendment Amount:	(\$200,000.00)
Revised Total Amount:		\$550,000.00

CONTRACT AMENDMENT

The parties agree to amend the above-referenced contract as follows:

1. Background and Purpose.

1.1. Background. On 07/01/2024, County and Contractor entered into the above referenced agreement to provide an Intergovernmental Agreement Between Pima County and Apache County for Medical Examiner Services

1.2. Purpose. The purpose of this Amendment is to set forth the responsibilities of the parties for the provision of Medical Examiner services by County to Apache, and to address legal and administrative matters among the parties

2. Payment. The County is amending the pricing based on a review of the first year's case volume and aligning the fee with the current trend in case numbers for Apache County. The revised pricing will take effect on July 1, 2025, and remain in place for the duration of the contract term. The annual fee will be adjusted from \$150,000 to a new rate of \$100,000 per year. Payments will be made quarterly to Pima County from Apache County.

- a) Flat Fee Examination and Autopsy Fees. Not later than 30 days after execution of this Agreement, Apache will submit the amount of \$25,000.00 to Pima as a flat fee payment for cases performed during the first quarter of the Contract Year (the Base Rate). For each subsequent quarter, the sum of \$25,000.00, not later than the 1st day of each new quarter (i.e., 10/1/2025; 1/1/2026; and 4/1/2026), for the remaining Contract Year that this Agreement is in effect.

All other provisions of the Contract not specifically changed by this Amendment remain in effect and are binding upon the parties.

In Witness Whereof, the parties hereto have caused this Agreement to be executed by the following duly authorized representatives:


PIMA COUNTY:

Chair
Board of Supervisors

ATTEST:

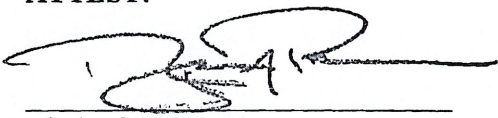
Clerk of the Board

APACHE COUNTY



Chair
Board of Supervisors

ATTEST:

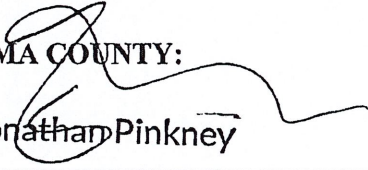


Clerk of the Board

Approval

The foregoing Intergovernmental Agreement is in proper form and is within the powers and authority of each party.

PIMA COUNTY:



Jonathan Pinkney
Deputy County Attorney

APACHE COUNTY:



Attorney for Apache County