

ISSUING DEPARTMENT INPUT DOCUMENT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New
 OTR
 Sole Source
 Bid Waiver
 Emergency
 Previous Contract/Project No. BW9162-4/20
 Contract
 Re-Bid
 Other – Access of Other Entity Contract
 LIVING WAGE APPLIES: YES NO
 Requisition No./Project No.: BW-9162
 TERM OF CONTRACT 36 MONTH(S) WITH 2 YEAR(S) OTR

Requisition /Project Title: Forensic Odontology Services

Description: The County intends to award Bid Waiver Contract for specialized forensic odontology services for the Miami-Dade County Medical Examiner Department.

Issuing Department: ME
 Contact Person: Aylin Concepcion
 Phone: 305-375-1075
 Estimate Cost: \$108,000/yr
 Funding Source:
 GENERAL
 FEDERAL
 OTHER
X

ANALYSIS

Commodity Codes:	<u>948-74</u>			
Contract/Project History of previous purchases three (3) years Check here <input type="checkbox"/> if this is a new contract/purchase with no previous history.				
	<u>EXISTING</u>	<u>2ND YEAR</u>	<u>3RD YEAR</u>	
Contractor:	<u>Dr. Richard Souviron</u>			
Small Business Enterprise:	<u>No</u>			
Contract Value:	<u>\$550,500</u>			
Comments:	<u>Previous contract 5 yrs</u>			

Continued on another page (s): YES NO

RECOMMENDATIONS

	Set-Aside	Subcontractor Goal	Bid Preference	Selection Factor
SBE				

Basis of Recommendation:

Signed: <u></u>	Date sent to SBD: <u></u>
	Date returned to SPD: <u></u>

APPENDIX A Scope of Services

Miami-Dade County hereinafter referred to as the "County" through the Medical Examiner's Department, (ME) is contracting for specialized forensic odontology services as indicated in Appendix B, Payment Schedule.

The Contractor shall be Board Certified by American Board of Forensic Odontology (ABFO). The Contractor shall maintain active State of Florida Dental Licensure meeting all continuing education requirements as outlined in the Florida State statutes and as required by the State Board of Dentistry.

A. Services to be provided:

The Contractor shall:

1. Provide appropriate reports pertaining to the identification of the unknown person(s) or the cause of death.
2. Provide dental charts with the National Crime Information Center (NCIS) coding, dental impressions, digital photographs, x-ray and enter all necessary information onto the NCIC to the department.
3. Review x-rays of human jaws from cases which come under the jurisdiction of the Department.
4. Review and evaluate family photographs when dental records are not available.
5. Study and provide report on skeletonized remains, including but not limited to dental remains and other investigative matters in order to assist or advise the Medical Examiner in the identification, determination of age, gender or ancestry of deceased persons.
6. Provide forensic odontology services, at the Medical Examiner Department's direction, to law enforcement agencies investigating crimes involving bite mark evidence, sexual battery, child abuse and assault.
7. Perform examinations at the Medical Examiner Department's facilities located at One Bob Hope Road (1851 N. W. 10th Avenue) Miami, Florida 33136 on an as needed basis or at a local County crime scene, hospital, rape treatment center or detention facility as directed by the Medical Examiner Department. To provide additional forensic odontology services in the area of pattern injuries and bites marks on both the living and the deceased as directed by the Medical Examiner Department.
8. The Contractor shall provide these services 24 hours a day, 7 day a week, 365 days a year. The turnaround time for response for each call will be one following day from when the call is received. The exact time will be agreed upon by the pathologist assigned to case and the Contractor.

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9. Provide digital x-rays, photographic documentation and odontograms on all cases and provide a copy, with a written report as to the findings, to the Medical Examiner Department for its case files.
10. When requested by the Medical Examiner Department, make an analysis and comparison of bite mark evidence, including but not limited to:
 - a. Photography of such bite mark evidence for analysis, comparison and court presentation.
 - b. Collection and preservation of DNA evidence from the bite mark area.
 - c. Dusting and lifting of the bite mark site.
 - d. Impressions of the bite mark site and production of a stone model.
 - e. Impressions and production of a stone model of the deceased's dentition.
 - f. Excision and preservation of the bite mark site from deceased persons.
11. Provide consultation services to the State Attorney, Public Defender and related Miami-Dade County agencies including Police and the Public Health Trust as directed by the Medical Examiner Department. Any required court testimony and depositions would be provided at no additional fee to the County.
12. Provide active Board certification and training of new odontologists in preparation for the American Board of Forensic Odontology (ABFO) certification, thereby preserving the sustainability of this important service for the citizens of Miami-Dade County.
13. When requested by Medical Examiner Department, participate in department educational programs and meetings.
14. Cooperate with local law enforcement agencies to obtain dental impressions and dental records of subjects in police custody. This service will be done under the proper written authority of the court, as directed by the Medical Examiner Department.