

**RFP contact person**

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**Mendocino County**  
**SHERIFF-CORONER OFFICE**

**Sheriff-Coroner Office Request for Proposal**

**RFP # SO-2019-002**

**ADDENDUM # SO-2019-002-A1**

**Title: Coroner Pathology Services**

**Addendum Issue Date: September 13, 2019**

**RFP Issue Date: August 19, 2019**

**RFP Submission Deadline: September 30, 2019**

***Addendum is provided to all vendors and potential proposers***

**Reason for Addendum:** Inquiries received from proposers.

**ALL OTHER SPECIFICATIONS REMAIN IN FULL FORCE AND EFFECT.**

**Acknowledgment of receipt of this addendum is required to be included in your proposal. You may indicate such inclusion in narrative form within your proposal or by attaching a copy this addendum to your proposal.**

Any questions or concerns regarding this matter should be directed to Dora Briley using the information in the upper left corner on page 1 of this document.

1. **Vendor Inquiry:** How many copies of proposals are to be submitted?

**County of Mendocino Response/Clarification:** Three complete paper copies with original vendor signature and one complete copy on CD.

2. **Vendor Inquiry:** What is the annual spend for the past fiscal year?

**County of Mendocino Response/Clarification:** Approximately \$270,000 was expended in the last calendar year on autopsy services, but this is dependent upon the number of cases that come in. It can fluctuate by year.

3. **Vendor Inquiry:** What is the total number of full time employees (FTE's) anticipated for the contract?

**County of Mendocino Response/Clarification:** The services are under a contract, there are zero full time employees (FTEs) for the County.

4. **Vendor Inquiry:** What is the total number of hours spent on the contract in the past fiscal year?

**County of Mendocino Response/Clarification:** This is very dependent on the speed of the doctor. During the past year the doctor would perform exams two days per week. The average

would be 2-3 autopsies per day. There were times where there were more or less exams per day. There is some flexibility to move an exam to another day, as long as we can complete all within that week. In 2018 the approximate hours were 520.

5. **Vendor Inquiry:** What are the expected work hours and work schedule?

**County of Mendocino Response/Clarification:** This is flexible. A system that works for our office, the doctor, and the involved mortuaries must be found. We do prioritize finishing as quickly as possible to release the bodies back to their families.