



Dallas County  
**BRIEFING / COURT ORDER**  
Commissioners Court - Nov 04 2025

- Resolution
- Solicitation/Contract
- Executive Session
- Addendum

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**2026 - 2030 Interlocal Agreement for Forensic Laboratory Services with Collin County**

**Briefing Date:** Nov 4 2025  
**Funding Source:** N/A  
**Originating Department:** Forensics  
**Prepared by:** Cathy Self,  
**Recommended by:** Jessica Dwyer, Director and Chief Medical Examiner

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**BACKGROUND INFORMATION:**

The Southwestern Institute of Forensic Sciences (SWIFS) performs a variety of forensic analyses/services for Collin County departments on a fee for service basis. The Commissioners Court approved an Interlocal Agreement (ILA) on February 15, 2022 with Collin County for the provision of forensic analyses/services, and updated agreements for 2023 – 2025 on January 10, 2023, November 7, 2023, and November 19, 2024. Collin County is requesting the execution of an updated ILA (see Attachment A) for 2026 - 2030.

The purpose of this briefing is to summarize the agreement terms and to request approval of a multi-year renewal ILA for the provision of forensic laboratory services to Collin County in 2026 - 2030.

**OPERATIONAL IMPACT:**

The Description of Work statement in the agreement calls for the provision of forensic laboratory services “necessary to establish identity and determine cause and manner of death”. The description of work is consistent with the services that currently are provided to Collin County by SWIFS, and approval of the renewal ILA agreement will not cause any operational changes.

**FINANCIAL IMPACT:**

The Payment section of the contract calls for payment in accordance with the approved SWIFS fee schedule following completion of work and receipt of an invoice.

**LEGAL IMPACT:**

The content and conditions of the proposed agreement are consistent with those approved by the Court other forensic service ILAs. The District Attorney Civil Division has reviewed and approved the agreement as to form.

**PROJECT SCHEDULE:**

The current ILA extends through December 31, 2025, and the renewal continues the agreement through December 31, 2030.

**SBE PARTICIPATION:**

N/A

**MISSION, VISION, VALUE COMPLIANCE:**

Consistent with the County mission to deliver exceptional services, the proposed ILA will allow continued provision of accurate, impartial and timely forensic analyses on a fee for service basis to an adjacent county, a local community partnership modeling productive teamwork.

**RECOMMENDATION:**

The Southwestern Institute of Forensic Sciences recommends that the Commissioners Court approve the 2026 - 2030 Interlocal Agreement for Forensic Laboratory Services with Collin County and authorize the County Judge to sign necessary related documents on behalf of Dallas County.

**MOTION:**

**On a motion made by TBD, and seconded by TBD, the following order will be voted on by the Commissioners Court of Dallas County, State of Texas:**

**Be it resolved and ordered that the Dallas County Commissioners Court does hereby approve the recommendation from the Southwestern Institute of Forensic Sciences for an updated 2026 - 2030 Interlocal Agreement for Forensic Laboratory Services with Collin County and authorizes the County Judge to sign necessary related documents on behalf of Dallas County.**

**CONTRACT DETAILS:**

<b>Contract Title:</b>	Interlocal Agreement for Forensic Laboratory Services		
<b>Description:</b>	SWIFS forensics services agreement for Collin County		
<b>Transaction Type:</b>	Renewal		
<b>Contract Number:</b>	Collin County ILA 2026-2030	<b>Total Cost:</b>	N/A
<b>Start Date:</b>	January 1, 2026	<b>Expiration Date:</b>	December 31, 2030
<b>Vendor:</b>	Dallas County Southwestern Institute of Forensic Sciences		

**ATTACHMENTS:**

Att A-Collin County ILA 2026-2030 partial



## COURT ORDER 2025-1283

### **2026 - 2030 Interlocal Agreement for Forensic Laboratory Services with Collin County**

On a motion made by Commissioner Dr. Elba Garcia, and seconded by Commissioner Andrew Sommerman, the following order was passed and adopted by the Commissioners Court of Dallas County, State of Texas:

BRIEFING DATE: November 4, 2025

FUNDING SOURCE: N/A

Be it resolved and ordered that the Dallas County Commissioners Court does hereby **approve the recommendation from the Southwestern Institute of Forensic Sciences for an updated 2026 - 2030 Interlocal Agreement for Forensic Laboratory Services with Collin County and authorizes the County Judge to sign necessary related documents on behalf of Dallas County.**

Done in open Court November 4, 2025 by the following vote:

IN FAVOR:	County Judge Clay Jenkins, Commissioner Dr. Theresa Daniel, Commissioner John Wiley Price, Commissioner Dr. Elba Garcia, and Commissioner Andrew Sommerman
OPPOSED:	None
ABSTAINED:	None
ABSENT:	None

Recommended by: Jessica Dwyer  
Originating Department: Forensics

STATE OF TEXAS	§	INTERLOCAL AGREEMENT
	§	FOR
COUNTY OF DALLAS	§	FORENSIC LABORATORY SERVICES

THIS CONTRACT ("Agreement") is made and entered into under the authority of the Interlocal Cooperation Act, Chapter 791, Texas Government Code by and between the COLLIN COUNTY, and DALLAS COUNTY, acting through the SOUTHWESTERN INSTITUTE OF FORENSIC SCIENCES AT DALLAS. Both are political subdivisions of the State of Texas.

1. DESCRIPTION OF WORK

For the consideration hereinafter agreed to by the Parties, Dallas County shall provide forensic laboratory services for Collin County, Texas, hereinafter called the "Services" necessary to establish identity and determine cause and manner of death. The Services are to be performed in a competent and professional manner, and performance shall conform to applicable professional standards for the Services. Dallas County shall also perform the Services in a timely manner, consistent with the needs of Collin County. All test results will be emailed to Collin County and any unused samples will be either returned or disposed in accordance with the submission paperwork.

2. PAYMENT FOR SERVICES

Upon completion of periodic work by Dallas County, Collin County will pay Dallas County in accordance with the approved Southwestern Institute of Forensic Sciences Fee Schedule in effect at the time the Services requested are completed, within thirty (30) days of receipt of Dallas County's invoices. Each invoice shall be accompanied by sufficient backup information as required by Collin County. Collin County will pay these invoices under Chapter 2251 of the Government Code, including interest on payments that are not timely made as provided therein.

Dallas County may choose to amend and/or increase its fees but shall provide at least thirty (30) days advance written notice of any such amendment or fee increase to the fee schedule for any of the Services performed under this Agreement.

3. TERM

The term of this Agreement shall commence on upon award and continue in full force and effect through December 31, 2030, unless sooner terminated in accordance with the provisions of this Agreement. This Agreement may be renewed upon mutual written agreement of the parties.

#### 4. INDEPENDENT CONTRACTOR

Dallas County's status in the performance of the Services under this Agreement is that of an independent contractor and not an agent, employee, or representative of Collin County. Dallas County and its officers and employees shall exercise independent judgment in performing duties and responsibilities under this Agreement, and Dallas County is solely responsible for setting working hours, scheduling, or prioritizing the workflow and determining how the work is to be performed. No term or provision of this Agreement or act of Dallas County in the performance of this Agreement shall be construed as making Dallas County or its officers or employees the agents or employees of Collin County or making any of Dallas County's employees eligible for the fringe benefits, such as retirement, insurance, and worker's compensation, which Collin County provides its own employees.

#### 5. TERMINATION

Either party may terminate this Agreement in whole or in part for their convenience upon ninety (90) days advance written notice to the other party. Collin County will compensate County in accordance with the terms of this Agreement for all Services performed for the benefit of City prior to the effective date of such notice under this section.

#### 6. NOTICES

Any notice certification or communication required or permitted to be given hereunder shall be deemed to be given when personally delivered, or if mailed, seventy-two (72) hours after deposit in the United States Mail, postage prepaid, certified, or registered, return receipt requested properly addressed to the contact person shown at the respective addresses set forth below, or as such other addresses as shall be specified by written notice delivered in accordance herewith:

If intended to Collin County, to:

Collin County Medical Examiner  
700B Wilmeth Road  
McKinney, Texas 75069

Collin County Administrator  
Collin County Administration Bldg.  
2300 Bloomdale Road, Suite 4192  
McKinney, Texas 75071

Collin County Purchasing  
Collin County Administration Bldg.  
2300 Bloomdale Road, Suite 3160  
McKinney, Texas 75071

With a copy to the following:

The Honorable Chris Hill  
Collin County Judge  
Collin County Administration Building  
2300 Bloomdale Rd. Suite 4192  
McKinney, Texas 75071

If intended for Dallas County, to:

Honorable Clay Jenkins  
Dallas County Judge  
Administration Building  
411 Elm Street  
Dallas, Texas 75202-3317

With a copy to the following:

Dr. Jessica Dwyer  
Director and Chief Medical Examiner  
Dallas County Southwestern Institute of Forensic Sciences  
2355 North Stemmons Freeway  
Dallas, Texas 75207

Barbara Nicholas, Chief  
Dallas County District Attorney-  
Civil Division  
Dallas County Criminal District Attorney's Office  
500 Elm Street, Suite 6300  
Dallas, Texas 75202-3317

#### 7. RIGHT OF REVIEW AND AUDIT

Collin County may review any and all of the services performed by Dallas County under this Agreement. Collin County is hereby granted the right to audit, at Collin County's election, all records and billings relating to the performance of this Agreement. Dallas County agrees to retain such records for a minimum of three (3) years following completion of this Agreement.

#### 8. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws and court decisions of the State of Texas.

#### 9. LEGAL CONSTRUCTION

In case any one or more of the provisions contained in this Agreement shall for any reason

be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be considered as if such invalid, illegal, or unenforceable provision had never been contained in this Agreement. Upon such determination that any term or other provision is invalid, illegal, or unenforceable, the parties hereto shall negotiate in good faith to modify this Agreement so as to effect the original intent of the parties as closely as possible in a mutually acceptable manner in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.

#### 10. COUNTERPARTS

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and constitute one and the same instrument.

#### 11. CAPTIONS

The captions to the various clauses of this Agreement are for informational purposes only and shall not alter the substance of the terms and conditions of this Agreement.

#### 12. RESPONSIBILITY

**The Parties agree to be responsible each for their own negligent acts or omissions, or other tortious conduct in the course of performance of this Agreement without waiving any sovereign immunity, governmental immunity, or other defenses available to the Parties under federal or Texas law. Nothing in this paragraph shall be construed to create or grant any rights, contractual or otherwise, in or to any third persons or entities. The Parties agree that any such liability or damages occurring during the performance of this Agreement caused by the joint or comparative negligence of the Parties, or their employees, agents, or officers, shall be determined in accordance with comparative responsibility laws of Texas.**

#### 15. SOVEREIGN IMMUNITY

**This Agreement is expressly made subject to the Parties sovereign immunity, Title 5 of the Texas Civil Practice and Remedies Code and all applicable Texas and federal law. The Parties expressly agree that no provision of this Agreement is in any way intended to constitute a waiver of any immunities from suit or from liability that the Parties have by operation of law. Nothing in this Agreement is intended to benefit any third-party beneficiary.**

#### 16. ENTIRE AGREEMENT AND AMENDMENT

This Agreement embodies the complete understanding and agreement of the parties hereto, superseding all oral or written previous and contemporary agreements between the parties relating to matters contained in this Agreement. Except as otherwise provided herein, this Agreement cannot be modified or amended without a written supplemental agreement of the parties and approval by each parties' respective governing body under Section 791.011(d) of the Texas

Government Code.

17. FORCE MAJEURE

No party shall be liable or responsible to the other party, nor be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement, when and to the extent such failure or delay is caused by or results from acts beyond the affected party's reasonable control, including, without limitation: acts of God; flood, fire or explosion; war, invasion, riot or other civil unrest; actions, embargoes or blockades in effect on or after the date of this Agreement; or national or regional emergency (each of the foregoing, a "Force Majeure Event"). A party whose performance is affected by a Force Majeure Event shall give notice to the other party, stating the period of time the occurrence is expected to continue and shall use diligent efforts to end the failure or delay and minimize the effects of such Force Majeure Event.

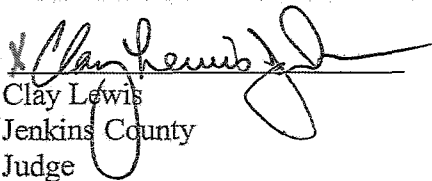
EXECUTED this the \_\_\_\_\_ day of \_\_\_\_\_, 2025, by Collin County, acting through its duly authorized officials pursuant to County Commissioners Court Order No. \_\_\_\_\_, dated \_\_\_\_\_ and by Dallas County, acting through its duly authorized officials pursuant to County Commissioners Court Order No. 2025-1283, dated Nov 4, 2025.

**Collin County, Texas**

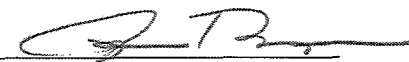
By: \_\_\_\_\_  
Chris Hill, County Judge

Date: \_\_\_\_\_

**DALLAS COUNTY, on behalf of the  
SOUTHWESTERN INSTITUTE OF  
FORENSIC SCIENCES at DALLAS**

BY:   
Clay Lewis  
Jenkins County  
Judge

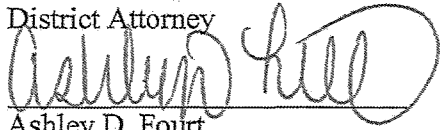
Recommended By:

  
Jessica Dwyer, MD  
Director and Chief Medical Examiner  
Dallas County Southwestern Institute of Forensic Sciences

Approved as to Form\*:

**DALLAS COUNTY**

John Creuzot,  
District Attorney

A handwritten signature in black ink, appearing to read "Ashley D. Fourt", written over a horizontal line.

Ashley D. Fourt  
Assistant District Attorney

\*By law, the District Attorney's Office may only advise or approve contracts or legal documents on behalf of its clients. It may not advise or approve a contract or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval and should seek review and approval by their own respective attorney(s).