

AGREEMENT NO. 2026-128
COLLIN COUNTY
PERSONAL SERVICES AGREEMENT

THIS AGREEMENT, entered into by and between Nicole Ferra, herein also referred to as Provider and Collin County, Texas.

STATEMENT OF WORK: Provider is responsible for work to be performed, including deliverables, timelines, and acceptance criteria as outline in EXHIBIT A: STATEMENT OF SERVICES.

All duties shall be performed in a manner consistent with Collin County procedures and policies. Collin County will provide all equipment and tools to perform work.

COMPENSATION FOR SERVICES: Services shall be billed at these rates:

- **Autopsy:** A fee of three hundred and fifty dollars (\$350) per autopsy
- **Inspection Performed in Conjunction with an Autopsy:** A fee of one hundred dollars (\$100) per inspection. This may include basic or expanded toxicology testing and electrolyte analysis, as medically indicated.
- **Complicated Inspection Performed in Conjunction with an Autopsy:** A fee of one hundred fifty dollars (\$150) per inspection.
This level of inspection may involve additional professional services, including but not limited to:
 - Specialized testing such as DNA analysis or targeted toxicology studies
 - Documentation and handling of evidentiary materials
 - Diagnostic imaging (e.g., radiographic studies)
 - Extensive post-examination preparation and restoration
 - Cases requiring additional accommodations due to body habitus or other complicating factors

Inspection fees do not have a daily maximum.

Provider will invoice Collin County for services on a weekly basis for work performed under this agreement. No other expense or reimbursement shall be borne by Collin County unless stated herein.

- INVOICES along with a statement of work indicating the task completed, dates and hours worked, shall be submitted to the Medical Examiner Office Administrator for approval prior to being submitted to the Collin County Auditor's Office, 2300 Bloomdale, Suite 3100, McKinney, Texas 75071.
- PAYMENT will be made for hours worked and/or lump sum fee in accordance with the Government Code, Title 10, Subtitled F, Chapter 2251.
- SALES TAX: Collin County is by statute exempt from the State Sales Tax and Federal Excise Tax.

TERM OF AGREEMENT: This agreement will begin on February 17, 2026 and will remain in effect for two (2) years, through and including February 16, 2028. This agreement may be renewed by amendment for one additional two (2) year period. This agreement may be terminated by either party with a thirty (30) calendar day written notice prior to any cancellation which must state therein the

reasons for such cancellation. Collin County reserves the right to terminate the agreement immediately in the event the provider fails to perform in accordance with terms and conditions of the agreement as stated herein.

ADDITIONAL CONDITIONS:

BENEFITS: Provider is not an employee of Collin County and is not entitled to any benefits offered to Collin County Employees.

INDEMNIFICATION: Provider shall defend, indemnify and save harmless Collin County and all its officers, agents and employees from all suits, actions, or other claims of any character, name and description brought for or on account of any injury to or damages received or sustained by any person, persons, or property on account of any negligent act or fault in performance under this Agreement. Provider shall pay any judgment with cost, which may be obtained against Collin County growing out of such injury or damages.

EXPENSES FOR ENFORCEMENT: In the event either Party hereto is required to employ an attorney to enforce the provisions of this Agreement or is required to commence legal proceedings to enforce the provisions hereof, the prevailing Party shall be entitled to recover from the other, reasonable attorney's fees and court costs incurred in connection with such enforcement, including collection.

SEVERABILITY: If any term or provision of this Agreement is invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction. 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.

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.

VENUE: This Agreement will be governed and construed according to the laws of the State of Texas. This Agreement is performable in Collin County, Texas.

ASSIGNMENT: The Provider shall not assign, sell, transfer, or convey this agreement, in whole or in part, without the prior written consent from Collin County.

AMENDMENTS: No oral statement of any person shall modify or otherwise change, or affect the

terms and conditions stated in this Agreement. All Amendments to this Agreement will be made in writing by the Collin County Purchasing Agent.

AUDITS AND RECORDS: The Provider agrees that at any time during normal business hours, and as often as County may deem necessary, Provider shall make available to representatives of the County for examination all of its records with respect to all matters covered by this Agreement, and will permit such representatives of the County to audit, examine, copy and make excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, conditions of employment and other data relating to all matters covered by this Agreement, all for a period of three (3) years from the date of final settlement of this Agreement or of such other or longer period, if any, as may be required by applicable statute or other lawful requirements.

CONFLICT OF INTEREST: No public official shall have interest in this Agreement, in accordance with Government Code Title 5, Subtitled C, Chapter 171.

DISCLOSURE OF CERTAIN RELATIONSHIPS: Chapter 176 of the Texas Local Government Code requires that any Provider considering doing business with a local government entity disclose the Provider's affiliation or business relationship that might cause a conflict of interest with a local government entity. Subchapter 6 of the code requires a Provider to file a conflict of interest questionnaire (CIQ) if a conflict exists. By law this questionnaire must be filed with the records administrator of Collin County no later than the 7th business day after the date the Provider becomes aware of an event that requires the statement to be filed. A Provider commits an offense if the Provider knowingly violates the code. An offense under this section is a misdemeanor. By submitting a response to this request, the Provider represents that it is in compliance with the requirements of Chapter 176 of the Texas Local Government Code. Please send completed forms to the Collin County Clerk's Office located at 2300 Bloomdale Rd., Suite 2104, McKinney, TX 75071.

DISCLOSURE OF INTERESTED PARTIES: Section 2252.908 of the Texas Government Code requires a business entity entering into certain contracts with a governmental entity to file with the governmental entity a disclosure of interested parties at the time the business entity submits the signed contract to the governmental entity. Section 2252.908 requires the disclosure form (Form 1295) to be signed by the authorized agent of the contracting business entity, acknowledging that the disclosure is made under oath and under penalty of perjury. Section 2252.908 applies only to a contract that requires an action or vote by the governing body of the governmental entity before the contract may be signed or has a value of at least \$1 million. Section 2252.908 provides definitions of certain terms occurring in the section. Section 2252.908 applies only to a contract entered into on or after January 1, 2016.

WORKERS COMPENSATION: By signing this agreement, Provider will execute Attachment A—RELEASE AND WAIVER AGREEMENT and agrees to provide his/her own workers compensation insurance coverage and agrees that they shall not be entitled to any coverage under Collin County Workers Compensation program, as applicable.

MEDICAL INSURANCE: By signing this agreement, Provider is certifying that they have medical insurance, and agrees that they shall not be entitled to any coverage under Collin County.

LIABILITY INSURANCE: Provider will have and maintain current automobile insurance as required by Texas Law and will provide a copy of the insurance to Collin County.

THIS AGREEMENT, when properly accepted by Collin County shall constitute an agreement equally binding between the Personal Service Provider and Collin County.

AGREED TO AND ACCEPTED THIS
THIS 3 DAY OF February, 2026

By: Nicole Ferra _____



(Signature)

EXECUTED AND ACCEPTED
THIS __ DAY OF _____, 20__.

By: COLLIN COUNTY

(Signature)
Michelle Charnoski, NIGP-CPP, CPPB
Purchasing Agent

Court Order Number

EXHIBIT A – STATEMENT OF SERVICES

The following scope of services will be performed by the provider to assist in the performance of postmortem examinations, including but not limited to:

1. Preparing the body for examination
2. Collection of toxicology specimens and evidence as appropriate
3. Taking X-Rays, if needed
4. Fingerprinting the body
5. Performance of the external and internal portions of the examination
6. Preparing the body for release to the funeral homes
7. Cleaning the autopsy room
8. Inspections performed in conjunction with an autopsy. This may include basic or expanding toxicology testing and electrolyte analysis, as medically indicated.
9. Complicated inspections performed in conjunction with an autopsy. This level of inspection may involve additional professional services, including but not limited to:
 - Specialized testing such as DNA analysis or targeted toxicology studies
 - Documentation and handling of evidentiary materials
 - Diagnostic imaging (e.g., radiographic studies)
 - Extensive post-examination preparation and restoration
 - Cases requiring additional accommodations due to body habitus or other complicating factors

All duties shall be performed in a manner, consistent with Collin County procedures and policies per Personal Service Agreement 2026-128.

This agreement includes an understanding that Collin County policy and Autopsy Technician procedures calls for personnel acting as an autopsy technician for the county to thoroughly clean the autopsy suite and surrounding areas post case work. This includes: proper cleaning of the autopsy area and tools, wiping surfaces and tools, putting laundry in the washing machine and starting the wash, and placing dry laundry in a location for full time autopsy techs when they are back in office. A contract technician shall move wet laundry to the dryer if the washing machine is full.

Contract technicians will write down what specimen was collected including toxicology, organs, nasal swabs, etc. so that the full time autopsy technicians or field agents may enter them into the case management system. This is vital to our case management system and cannot be neglected.

Contract technicians are to tell field agents/staff before leaving the office and are to give photos to a field agent for entry into the case management system. This will allow field agents to appropriately finish the case work and know which bodies are ready to be released to funeral homes.

Services shall be billed at a rate of three hundred and fifty dollars (\$350) per autopsy. For inspections performed in conjunction with an autopsy, a fee of one hundred dollars (\$100) shall be billed. Complicated inspections performed in conjunction with an autopsy, one hundred fifty (\$150) will be added to the autopsy rate without a daily maximum.

Attachment A

RELEASE AND WAIVER AGREEMENT

STATE OF TEXAS)

)

COUNTY OF COLLIN)

KNOW ALL MEN BY THESE PRESENTS:

1. That I, Nicole Ferra (hereinafter the "Undersigned") for and in consideration of being allowed (myself and employees) to work on-site in a Collin County facility, the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, do hereby freely, irrevocably, fully and completely waive any and all claims, debts, demands, actions, causes of action, lawsuits, sums of money, contracts, agreements, judgments and liabilities, that the Undersigned and/or their respective heirs, assigns, personal administrators, personal representatives, and next of kin, have, or which may hereafter accrue against Collin County and all their agents, attorneys, employees, officers and elected or appointed representatives and all other persons, firms, organizations, or corporations in privity therewith, whether named herein or not (hereinafter the "Released Parties"), growing out of or in any way related to or accrued as a consequence of working at or in a Collin County facility.

2. In consideration of being allowed to work in a Collin County Facility the Undersigned identified below, acknowledges, appreciates, and agrees that this can create a risk of injury, and the Undersigned knowingly and freely assumes all such risks, both known and unknown, even if arising from the negligence of others, including claims arising out of the negligence of Collin County, and all their agents, attorneys, employees, officers and elected or appointed representatives and all other persons, firms, organizations, or corporations in privity therewith, whether named herein or not.

3. The Undersigned further represents and warrants they have carefully read the foregoing RELEASE AND WAIVER AGREEMENT, know and understand the contents hereof completely, that they agree to all terms herein, and signs the same as their own free will, act and deed.

Witness my hand this 3 day of February, 2026.



Contractor