

*Strategies To Operationalize the Prevention of Overdose Death (STOP OD) OD2A: Local
Fund for Public Health in New York City
New York City Department of Health and Mental Hygiene
New York City Office of Chief Medical Examiner (OCME)
Bid Request – Forensic Toxicology Consultant
March 1, 2024*

PROJECT OVERVIEW:

With an annual budget of approximately \$3 million dollars per year, Overdose Data to Action-Limiting Overdose through Collaborative Actions in Localities (OD2A: LOCAL) aims to strengthen NYC’s response to the opioid overdose epidemic and reduce overdose deaths. Informed by critical new surveillance and in collaboration with cross-sector partners across levels of government, DOHMH will implement focused prevention and response strategies to reach populations that bear the heaviest burden of opioid use and associated morbidity and mortality.

PROJECT SCOPE:

The NYC Health Department seeks a Forensic Toxicology Contractor to support the New York City Office of Chief Medical Examiner (OCME) in delivering the goals of the Overdose Data to Action (OD2A) program, which is funded through a cooperative agreement with the Centers for Disease Control and Prevention. The Forensic Toxicology Contractor will help to expand and improve the toxicological services provided to the Medical Examiners in their determination of the cause and manner of death. This will include the development and validation of new expanded screening and confirmation methods for both novel illicit drugs and prescribed medications. In addition to the expansion of the current scope of testing, the aim of the new methods would be to use smaller sample volumes and fewer chemicals, and to achieve greater sensitivity and faster turnaround times. This will provide more expansive testing faster, while minimizing the environmental impact from the reduction in chemicals and plastics used.

The Contractor will be expected to:

- Develop and validate new expanded screening and confirmation methods for both novel illicit drugs and medications
- Optimize operation and perform preventative maintenance of advanced instrumentation e.g. GC-MS, GC-MS-MS and LC-MS-MS
- Create validation plans and reports in accordance with ANSI/ASB Standard 036, Standard Practices for Method Validation in Forensic Toxicology
- Create standard operating procedures for newly validated test procedures and associated training manuals
- Create and format publication-quality data tables, and reports for internal and external use
- Present data in written and oral form internally

Through a contract with the Fund for Public Health in New York City, Inc. (FPHNYC), the Contractor will be expected to maintain regular communication with the NYC Health Department through the project period and incorporate feedback from NYC Health Department staff.

The contractor should be available to start at the earliest opportunity with ongoing delivery of services until the end of the contract period. The hourly rate for this position will be \$76.90 per hour for a maximum of 20 hours per week.

The Contractor should have a Master's degree or PhD in forensic toxicology or a similar field. They should have experience analyzing biological specimens for substances of toxicological significance, experience in operating advanced hyphenated instrumentation (chromatography-mass spectrometry), as well as demonstrated analytical and problem-solving skills.

PROJECT OVERSIGHT

The Fund for Public Health in New York City, Inc. (FPHNYC) works in partnership with the NYC Health Department to implement programs that protect and promote the health of New Yorkers. Since 2002, FPHNY has raised more than \$500 million in public and private funding to support DOHMH's work, as well as served as DOHMH's implementation partner on over 440 projects, helping to pilot innovative programs, speed and scale promising initiatives, and meet emerging public health needs.

As the prime recipient of the CDC grant funding for the OD2A project, FPHNYC will provide fiduciary oversight, financial management, and other administrative services, including contract administration. This will include:

- Monitoring Contractor's progress and ensuring goods/services conform to contract requirements.
- Verifying accuracy of invoices and issuing payments consistent with contract terms.
- Amending contract as needed to reflect changes to the scope of work, deliverables, project timeline and/or budget.
- Exercising appropriate contract remedies when Contractor's performance is deficient.

In collaboration with The New York City Office of Chief Medical Examiner (OCME), NYC Health Department is responsible for programmatic oversight, including planning and executing all technical aspects of the program. DOHMH will work with the Contractor to carry out the deliverables as outlined in this Agreement. This will include:

- Monitoring Contractor's progress and performance in achieving programmatic objectives.
- Providing technical assistance and support to Contractor as needed.
- Reviewing and evaluating all reports and other deliverables from the Contractor.
- Reviewing invoices and certifying that deliverables have been completed satisfactorily.

To apply for this opportunity, kindly submit:

1. Cover letter detailing your expertise relevant to this project.
2. Resume

Please send materials to Annmarie Rosselli at arosselli@ocme.nyc.gov and include **Forensic Toxicology Consultant** in the subject line.