

**MEMORANDUM
COUNTY OF PLACER
ADMINISTRATIVE SERVICES DEPARTMENT
PROCUREMENT SERVICES DIVISION**

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager *(BWW)*
DATE: June 4, 2013
SUBJECT: Drug Testing Services – Redwood Toxicology Laboratory Inc.

ACTION REQUESTED

1. Approve the award of a Blanket Purchase Order to Redwood Toxicology Laboratory Inc. for drug testing supplies and laboratory services using a competitively bid public agency contract in the maximum amount of \$100,000 for the period of July 1, 2013 to June 30, 2014, funded by the FY 2013/2014 proposed department budget with no additional net County cost, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

The Probation Department requires a contract with a vendor to provide drug and alcohol testing services on an as-needed basis for the clients that they monitor. Previous attempts to bid this service have not been entirely successful, due in part to the limited pool of vendors who perform this very specialized service.

On January 24, 2012 the Alameda County Board of Supervisors awarded competitively bid Master Contract No. 900935, aka Procurement Contract No. 7146, to Redwood Toxicology for these services for use by the Alameda County Probation Department. The contract contains a provision that extends the same pricing and terms to other government agencies. Section 1.3(e)(3) of the Placer County Purchasing Policy Manual permits the use of other government agency agreements without further competitive bidding.

FISCAL IMPACT

Probation has submitted a request to award a BPO to Redwood Toxicology in the amount of \$100,000. Upon your Board's approval the new BPO will be issued for the period July 1, 2013 to June 30, 2014. The department's Fiscal Impact Statement is attached.

Cc: Marshall Hopper, Chief Probation Officer
Chris Artim, Administrative Services Officer, Probation
Karen Lund, Probation Manager

Attachment

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Christopher Artim, Senior Administrative Services Officer
DATE: 06/04/2013
SUBJECT: **Fiscal Impact Statement**
BPO for Drug Testing Services and Supplies

Fiscal Impact Statement

1. The department has sufficient funding

The Probation Department has budgeted appropriately for this BPO and funding is available in the FY 2013/2014 proposed department budget.

The department has up to \$100,000 available for this award in the coming fiscal year. The drug testing kits and laboratory services purchased with this bid will be used for the Department to hold offenders accountability and aid in their rehabilitation.