

MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: October 8, 2013
SUBJECT: Phlebotomy Services – Valley Toxicology Service Inc.

ACTION REQUESTED

1. Approve the renewal of a negotiated Blanket Purchase Order (BPO) with Valley Toxicology Service, Inc. of West Sacramento, CA for Phlebotomy Services and Preliminary Alcohol Screening (PAS) device maintenance in the maximum amount of \$222,000, funded by the District Attorney's FY2013-14 budget with no new net County cost, for the period October 1, 2013 through September 30, 2014, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

On September 25, 2012 your Board approved the renewal of a negotiated BPO with Valley Toxicology Service Inc. for Phlebotomy (blood draw) service and maintenance of PAS devices (breathalyzers) for the period October 1, 2012 through September 30, 2013. The BPO is used by the District Attorney's Office in support of the agency's efforts to prosecute DUI cases. The department has been satisfied with the vendor's performance and has requested renewal of the BPO for an additional year. Valley Toxicology has agreed to renew at the same pricing and terms as the current agreement.

Purchasing Policy Manual Section 1.3(a) permits the award of contracts for professional services without competitive bidding, and Section 1.3(o) allows for the renewal of this contract based on the vendor's satisfactory performance and to avoid an interruption to the County's criminal prosecution operations.

FISCAL IMPACT

Upon your Board's approval, a BPO will be awarded to Valley Toxicology Service in the maximum amount of \$222,000 for the period of October 1, 2013 through September 30, 2014. The District Attorney's Fiscal Impact Statement is attached.

Attachment: District Attorney's Fiscal Impact Statement

cc: Scott Owens, District Attorney
Nancy Aplanalp, Administrative Services Officer

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors
FROM: Nancy Aplanalp, Administrative Services Officer
DATE: October 8, 2013
SUBJECT: **Fiscal Impact Statement**

Approve a renewal one year contract with Valley Toxicology for phlebotomy services, preliminary alcohol screening (PAS) device maintenance and drug screen base acidic extraction for 11550's, in the amount of \$222,000 with no new net County cost; the District Attorney's Office has budgeted for the Blanket Purchase Order in the FY 2013-14 Budget, for the period of October 1, 2013 through September 30, 2014, and authorize the Purchasing manager to sign the resulting Blanket Purchase Order.