

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager
DATE: March 24, 2015
SUBJECT: Drug Testing Services – Redwood Toxicology Laboratory Inc.

ACTION REQUESTED

1. Approve the award of blanket purchase orders to Redwood Toxicology Laboratory Inc. for drug testing supplies and laboratory services in the maximum aggregate amount of \$70,500 for the period of April 1, 15 to January 31, 2016, using a contract competitively bid and awarded by Alameda County. Funding is provided by the Probation Department and the Sheriff's Office;
2. Authorize the annual renewal of the blanket purchase orders for the term of the Alameda County agreement; and
3. Authorize the Purchasing Manager to sign the resulting blanket purchase orders.

BACKGROUND

The Probation Department and Sheriff's Office require blanket purchase orders (BPOs) 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 (also referred to as Procurement Contract No. 7146), to Redwood Toxicology Laboratory Inc. of Santa Rosa, CA. The contract is utilized by the Alameda County Probation Department to order a wide variety of drug testing supplies and laboratory services. 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.

Placer County Probation and Sheriff have been using the services under the Alameda County contract for some time, and have been satisfied with the service provided by Redwood Toxicology. The departments' current BPOs will expire on March 31, 2015. Alameda County recently extended this contract through January 24, 2017.

FISCAL IMPACT

Probation and Sheriff have submitted request to award BPOs to Redwood Toxicology in the maximum aggregate amount of \$70,500. Upon your Board's approval the new BPOs will be issued for the period April 1, 2015 through January 24, 2016.

cc: Marshall Hopper, Chief Probation Officer
Chris Artim, Administrative Services Officer – Probation
Mark Giacomini, Administrative Services Manager – Sheriff
Virginia Valenzuela, Senior Administrative Services Officer – Sheriff

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