

MEMORANDUM

COUNTY OF PLACER

TO: Honorable Board of Supervisors

FROM: Brett Wood, Purchasing Manager

DATE: September 1, 2015

SUBJECT: Approve the Award of Request for Proposal No. 10456 for a Crime Lab/Coroners Operations Feasibility Study with SmithGroup JJR

ACTION REQUESTED

1. Approve the award of Request for Proposal No. 10456 to SmithGroup JJR, of San Francisco CA for a Crime Lab/Coroners Operations Feasibility Study, in the amount not to exceed \$250,000, with no new net County costs, originally approved by your Board in FY 2014-15, and will be re-budgeted in the FY 2015-16 Criminal Justice CEO Final Budget;
2. Authorize the Purchasing Manager to execute the resulting documents upon County Counsel and Risk Management review.

BACKGROUND

The District Attorney prosecutes approximately 7,800 new cases and 1,800 violations of probation per year. In the course of this work the services of a crime lab are required. The County at this time has contracted with the California Department of Justice to provide the majority of these services. The District Attorney's Office primarily uses the California Department of Justice (DOJ) to perform DNA analysis as well as for blood and solid drug analysis; however workload at the State has resulted in continual delays in receiving results in a timely manner.

The Placer County Coroner investigates all sudden and unexpected deaths which occur within the county to establish the cause and manner of these deaths. Deaths occurring within incorporated cities of the county also fall under the jurisdiction of the Coroner. During the past five years Placer County has averaged 760 Death Investigations and 350 Forensic Autopsies per year. The Placer County Coroner's Unit also provides autopsy services to three outside counties, Nevada County, Yuba County and Sierra County. Including the three outside counties Placer County Coroner's Unit is completing between 550 – 580 autopsies per year.

Individuals charged with felonies have the right to a preliminary hearing within 10 days, and individuals who are charged with misdemeanors have a right to trial within 30 days if in-custody and 45 days if out of custody. While our contract requires that samples be analyzed within a specific time frame we are experiencing significant delays in the analysis. The overall effect of the delays is that cases are paused at the charging stage for months until samples can be properly analyzed. Some Driving Under the Influence of alcohol/drugs (DUI) cases have been placed at risk of violating the statute of limitations before samples are analyzed.

To address the needs of both the District Attorney and the Sheriff, County staff initiated a feasibility study for local Criminalistics Laboratory & Morgue Operations from qualified consulting firms who possess knowledge, skills, and experience in laboratory analysis including forensic analysis and coroner operations. The purpose of this study is to identify recommendations for solutions for these services including potential construction of a new facility.

To solicit the feasibility study the Department enlisted the assistance of the Procurement Services Division to develop a Request for Proposal (RFP). Three hundred ninety-eight firms were notified of the RFP, fifty-four firms accessed the RFP documents, and formal responses were received from three firms.

An evaluation panel comprised of representatives from the County Executive Office, the District Attorney's Office, the Sheriff's Office, the Probation Department, Facility Services and the Sacramento State University reviewed the responses in accordance with the evaluation criteria contained in the RFP.

Based on the evaluation of the proposals received, the panel determined that all three firms met the County's requirements and were recommended for interviews. These firms were:

- SmithGroup JJR of San Francisco, CA
- Crime Lab Design of San Francisco, CA
- LPA Inc. of Sacramento, CA

Following an extensive interview process, the most qualified firm identified was SmithGroup JJR. Staff has negotiated a mutually agreeable contract that supports our objectives for meeting the RFP requirements.

Therefore your Board's approval is required to proceed with these actions in the not to exceed amount of \$250,000 and to authorize the Purchasing Manager to sign the resulting purchasing documents upon County Counsel and Risk Management review.

FISCAL IMPACT

Upon your Board's approval, a contract will be awarded to SmithGroup JJR in the amount not to exceed \$250,000. The funding for these services was originally approved by your Board in FY 2014-15, and will be re-budgeted in the FY 2015-16 Criminal Justice CEO Final Budget. There is no additional fiscal impact to the County General Fund.

cc: Scott Owens, District Attorney
Ed Bonner, Sheriff
Marshall Hopper, Probation Director
Brett Wood, Purchasing Manager