



**MEMORANDUM**  
**HEALTH AND HUMAN SERVICES**  
**PUBLIC HEALTH**  
County of Placer

TO: Board of Supervisors DATE: July 28, 2020  
FROM: Jeffrey S. Brown, M.P.H., M.S.W., Director of Health and Human Services  
SUBJECT: Amend Agreement for Laboratory Testing for COVID-19 – Stem Express LLC

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**ACTION REQUESTED**

1. Approve an amendment to an agreement with Stem Express LLC of Folsom, CA for Laboratory Testing for COVID-19 in the amount of \$300,000 for a new maximum amount of \$400,000 through December 31, 2020.
2. Authorize the Purchasing Manager to sign all required documents.

**BACKGROUND**

Due to the current COVID-19 worldwide health emergency, Placer County Health and Human Services Department (HHS) has made arrangements for testing services for numerous citizens to detect whether the individual is infected. Many of the tests are conducted at sites established in the community. HHS has also been visiting congregate settings such as assisted living facilities. Individuals who are in our county jails are tested by the medical staff that is on site.

All tests must be transported to a qualified laboratory to detect the virus in the fluid sample. HHS has been using community labs operated by Sacramento County and the University of San Francisco. However, those labs are overwhelmed with a backlog of work and can no longer provide test results in a timely manner.

HHS requested assistance from Procurement to identify a private laboratory that could accommodate the need for quick results, ideally within 24 hours. Procurement and HHS staff contacted four labs who serve our area, and who are listed on the State's approved list of labs for this specialized test. Information was requested on pricing and service capabilities such as transportation, turnaround time, and lab capacity. As the result of this outreach, HHS staff recommended award of a contract to Stem Express LLC of Folsom, CA based primarily on their ability to offer quick turnaround time and to accommodate the volume of testing needed by Placer County.

Section 3.1 of the Procurement Policy requires a formal solicitation process for agreements over \$50,000. In recognition of the urgency of the need as a matter of public health, this purchase has been declared to be exempt from competitive bidding in accordance with Section 3.5E of the Procurement Policy, as processing a solicitation is not likely to produce better results that staff obtained informally.

Procurement awarded a contract to Stem Express LLC in the amount of \$100,000 for a period of June 19, 2020 through July 31, 2020. HHS has been pleased with the service provided by Stem Express and has identified a need to increase the contract for continued service.

Therefore, your Board's approval is requested to increase the agreement with Stem Express in the amount of \$300,000 for a new aggregate amount of \$400,000.

**FISCAL IMPACT**

The total cost of this amendment is related to COVID -19 and anticipated to be covered by CARES funding and other Federal and State funding as needed and available.

