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# MEMORANDUM

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**BRADFORD R. FENOCCHIO**  
**PLACER COUNTY DISTRICT ATTORNEY**

**To:** Honorable Board of Supervisors  
**From:** Bradford R. Fenocchio, District Attorney  
**Date:** January 13, 2009  
**Subject:** Approval to Increase BP015190 with Valley Toxicology for Forensic Laboratory Services in the Maximum Amount of \$32,028

*R.A. Fenocchio  
FOR B.R.F.*

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## ACTION REQUESTED

Approve an increase in funds to BP015190 with Valley Toxicology of West Sacramento in the amount of \$32,028, for drug and alcohol analysis and phlebotomy services required for criminal prosecution by the District Attorney's Office.

## BACKGROUND

On October 2, 2007, your Board approved the second renewal of Bid No. 9451 with Valley Toxicology Service, Inc. for forensic laboratory services. As a result, a BPO was issued for the period of October 1, 2007, through September 30, 2008, in the maximum amount of \$550,000. On August 14, 2008, the Purchasing Manager approved the District Attorney's office request to increase the BPO by \$49,900, resulting in a new maximum amount of \$599,000. This increase was within the Purchasing Manager's signature authority per PPM 2.4(c).

The maximum balance of \$599,000 was to cover the contract until the end of September due to the contract going out to bid. Procurement Services e-mailed Invitation for Bid (IFB) No. 9842 to five registered vendors and placed it on the County website. It became apparent that the new scope of services was too extensive. The IFB was cancelled, with the intent of developing a more appropriate scope of work. However, feedback from vendors confirmed that Valley Toxicology is still the only vendor who can meet the District Attorney's requirements. The contract was renewed with Valley Toxicology with a new effective date of November 4, 2008 through September 30, 2009.

With the change of the effective date of November 4, 2008, BP015190 does not have enough funds to cover all of October invoices. October invoices totaled \$50,028 with a remaining balance of \$18,000. We will need an additional \$32,028 to cover the balance of October invoices.

## FISCAL IMPACT

No additional funds are being requested. Funding is available from maintaining vacancies with no fiscal impact to the General Fund.

