

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

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager *BW*
DATE: October 7, 2014
SUBJECT: Phlebotomy Services – Valley Toxicology Service Inc.

ACTION REQUESTED

1. Approve the renewal of a negotiated blanket purchase order 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 FY2014-15 budget with no new net County cost, for the period October 1, 2014 through September 30, 2015, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

On October 8, 2013, your Board approved the renewal of a negotiated blanket purchase order (BPO) with Valley Toxicology Service Inc. for Phlebotomy (blood draw) service and maintenance of PAS devices (breathalyzers) for the period October 1, 2013 through September 30, 2014. The BPO is used by the District Attorney's Office in support of the agency's efforts to prosecute Driving Under the Influence 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.

Your Board's approval is required to proceed with a new one-year BPO in the maximum amount of \$222,000 and to authorize the Purchasing Manager to sign the resulting BPO.

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, 2014 through September 30, 2015. The department has advised that these services will be funded by their current FY2014-15 and proposed FY2015-2016 budgets with no new net County cost.

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

427

