

MEMORANDUM
COUNTY OF PLACER
ADMINISTRATIVE SERVICES DEPARTMENT
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager *BW*
DATE: January 6, 2015
SUBJECT: Forensic Toxicology Laboratory Services – National Medical Services, Inc.

ACTION REQUESTED

1. Approve the renewal of a sole source blanket purchase order with National Medical Services Inc. of Willow Grove, PA for forensic toxicology laboratory services in the maximum amount of \$88,000, funded by the FY 2014-15 Sheriff's Office budget with no new net County cost, for the period of January 1, 2015 to December 31, 2015, and authorize the Purchasing Manager to sign the resulting blanket purchase order.

BACKGROUND

On February 20, 2007 your Board approved the sole-source award of a blanket purchase order (BPO) to National Medical Services for forensic toxicology laboratory services. This provider is the only known laboratory in northern California who offers the breadth of services required by the Sheriff's Coroner. The BPO has subsequently been renewed on an annual basis. The most recent BPO expired on December 31, 2014. The Coroner has a continuing need for these services to provide lab results for autopsy reports. National Medical Services has agreed to renew the BPO for another year at the same pricing, terms, and conditions.

FISCAL IMPACT

The BPO resulting from this recommendation will be issued in the maximum amount of \$88,000 and will be effective from January 1, 2015 through December 31, 2015. The department has indicated that funding for these services is included in the department's FY 2014-15 budget. Funds are not encumbered until services are requested against the BPO.

cc: Dennis Watt, Chief Deputy Coroner/Investigator
Mark Giacomini, Administrative Services Manager

