

MEMORANDUM
COUNTY OF PLACER
ADMINISTRATIVE SERVICES DEPARTMENT
PROCUREMENT SERVICES DIVISION

TO: Honorable Board of Supervisors

FROM: Jim Boggan, Purchasing Manager *JB*

DATE: November 17, 2009

SUBJECT: Approve the Six-Month Renewal of Competitively Awarded Blanket Purchase Order No. 16277 with Valley Toxicology Service Inc. for Forensic Laboratory Services in the Maximum Amount of \$290,000.00

ACTION REQUESTED

Approve the six-month renewal of competitively awarded Blanket Purchase Order (BPO) No. 16277 with Valley Toxicology Service Inc. of West Sacramento for drug and alcohol laboratory services and phlebotomy services required for criminal prosecution by the District Attorney's office in the maximum amount of \$290,000.00, and authorize the Purchasing Manager to sign the resulting BPO.

BACKGROUND

On November 4, 2008, your Board approved the annual renewal of BP015190 with Valley Toxicology Service Inc. as a result of competitive Bid No. 9451 for forensic laboratory and phlebotomy services and authorized the Purchasing Manager to sign the resulting BP016277 in the maximum amount of \$580,000.00 for the District Attorney's Office.

The District Attorney's office has requested to renew BP016277 for a six-month period to allow time to develop and solicit new bids for this service. Valley Toxicology Service Inc. has agreed to renew for six months at the exact same pricing, terms, and conditions as the current agreement. The Purchasing Policy Manual (PPM) Section 1.3(o) allows for renewal of this contract based on the vendor's satisfactory performance.

FISCAL IMPACT

The BPO resulting from this recommendation will be in the maximum amount of \$290,000.00 and will be effective from December 1, 2009, through May 31, 2010. The District Attorney's Fiscal Impact Statement is attached.

Attachment: Fiscal Impact Statement

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

FISCAL IMPACT STATEMENT

TO: Honorable Board of Supervisors

FROM: Nancy Aplanalp, Administrative Services Officer

DATE: November 17, 2009

SUBJECT: **Fiscal Impact Statement**
Recommendation to Approve to renew the current contract in the amount of \$290,000 with Valley Toxicology for forensic laboratory and phlebotomy services for the period 12/1/09 – 5/31/10.

The District Attorney's office has sufficient funding.

The department has budgeted appropriately for this renewal and funding is available in the FY 09/10 department budget.