

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

144



FROM: Purchasing and Fleet Services

SUBMITTAL DATE: January 5, 2004

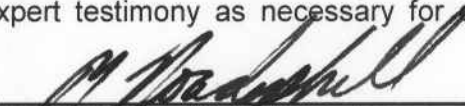
**SUBJECT: APPROVE THE AGREEMENT FOR TOXICOLOGY TESTING WITH BIO-TOX
LABORATORIES INC., FOR THE SHERIFF/CORONER**

RECOMMENDED MOTION: Move that the Board of Supervisors:

- 1) Approve and execute the professional service agreement with Bio-Tox Laboratories Inc., in the annual amount of \$300,000, and;
- 2) Authorize the Purchasing Agent to sign amendments and exercise renewal option to renew annually for up to two (2) additional one-year periods for an amount not to exceed the contract maximum of \$900,000, and;
- 3) Direct the Clerk of the Board to file one executed copy and return three (3) original signed copies to Purchasing and Fleet Services.

BACKGROUND: The Sheriff-Coroner is responsible for determining the cause, manner, and mode of death. In many instances these determinations are based solely or partly on the results of toxicological tests. The Sheriff-Coroner relies on an independent laboratory to perform such testing to determine the presence and/or levels of chemical substances in the blood, urine, other bodily liquids, organs, or tissues. Coroner cases frequently require toxicology expertise beyond the postmortem drug testing. When there is a case where the cause of death or circumstance leading to the death, requires legal action, the County has utilized Bio-Tox Laboratories to provide expert testimony as necessary for courtroom cases and coroner review.

(Continued on Page 2)


 ROBERT HOWDYSHELL, Director
 Purchasing and Fleet Services

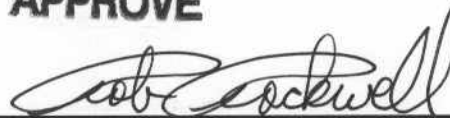
FINANCIAL DATA	Current F.Y. Total Cost:	\$ 145,805	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 145,805	Budget Adjustment:	No
	Annual Net County Cost:	\$ 300,000	For Fiscal Year:	FY 03/04

SOURCE OF FUNDS: General Fund	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

County Executive Office Signature



FORM APPROVED
COUNTY COUNSEL
JAN 23 2004


Policy
 Policy
 Consent
 Consent
 Dep't Recomm.:
 Per Exec. Ofc.:

500 FEB -1 10:22
 RECEIVED RIVERSIDE COUNTY

COUNTY OF RIVERSIDE
 FEB -5 5:11:27
 OFFICE EXECUTIVE

Prev. Agn. Ref.: | District: ALL | Agenda Number:

ATTACHMENTS FILED

WITH THE CLERK OF THE BOARD

3.18

BOARD OF SUPERVISORS

**FORM 11: APPROVE THE AGREEMENT FOR TOXICOLOGY TESTING WITH BIO-TOX
LABORATORIES INC., FOR THE SHERIFF/CORONER**

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BACKGROUND (Continued)

Purchasing released a request for proposal and mailed the proposals to 13 vendors, advertised on the Internet and received two responses. Bio-Tox (local vendor) was the lowest responsive/responsible bidder. As the incumbent, Bio-Tox has provided toxicological support for the entire Sheriff's Department for a number of years and has provided excellent customer service. Bio-Tox's proposed fee schedule has been lowered and tailored to meet the needs of the Sheriff/Coroner that will save the county money by combining drug panel tests that would normally cost the county more money by paying for the test individually. The Coroner's Bureau and Purchasing held negotiation discussions with the two respondents and successfully negotiated lower overall costs to the County with Bio-Tox Laboratories.

PRICE REASONABLENESS: Award is recommended to Bio-Tox Laboratories, Inc., as the lowest responsive/ responsible vendor with the annual amount of \$300,000.

REVIEW/APPROVAL: Purchasing concurs with this request.

Form 11 Attachment Contract/Lease/Purchase Summary Data

X Contract Approval/Renewal Sole Source Personal Services Independent Contractor Other than low Bid Change Order	Lease Approval/Renewal Multi-Year Lease Equipment Real Property Change Order	Purchase Sole Source Other Than Low Bid Change Order
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User Department:	Sheriff/Coroner
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Vendor/Lessor Name:	Bio-Tox Laboratories
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Vendor/Lessor Location:	Riverside, CA
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Selection Committee Member Names (RFP's Only)
 Lisa Boerner, Tim McCauley, Frank Robles, John Boyd, Joseph Cohen

Local Preferences Applied: X Yes
 Effected Award? X No

Applicable Board Policy # California Code

Comments:

RFQ/RFP Process:

Date Mailed: 7/15/03
 Response Date: 9/5/03

of Responses: 2
 # of Qualified Responses: 2

Bidding Process:

Bid Range: See Exhibit A
 Local Bid Range: See Exhibit A

Responsive and
 Responsible Bid Range: See Exhibit A
 Local Preference Award Cost: See Exhibit A
 (5% maximum preference)
 Local Preference FYTD: Cost: See Exhibit A

**Contract/Lease Renewals Only
 Proposed Differences**

<u>Existing Agreement Items</u>	<u>Proposed Agreement Items</u>
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1. Rates
2. Terms
3. Conditions
4. Legal Issues
5. Accountability
6. Other

(Continue on blank sheet, if necessary)

