

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

617



**FROM:** Purchasing and Fleet Services Department

**SUBMITTAL DATE:**  
October 11, 2007

**SUBJECT: APPROVAL OF A SINGLE SOURCE AGREEMENT WITH BIO-TOX LABORATORIES  
FOR TOXICOLOGICAL TESTING FOR THE SHERIFF DEPARTMENT**

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve and execute the agreement with Bio-Tox Laboratories in the annual amount of \$425,000.00 pursuant to Ordinance 459.4, and;
2. Authorize the Purchasing Agent to execute future amendments on behalf of the County and exercise the option to renew for up to four (4) additional one (1) year periods, for a total of five (5) years, provided the renewals do not exceed the annual amount, and;
3. Direct the Clerk of the Board to file one executed copy and return three (3) original signed copies to the Purchasing and Fleet Services Department.

**BACKGROUND:** Riverside County Purchasing, City of Corona, and City of Riverside issued a formal Request for Proposal (RFP #PUARC720) seeking competitive bids from qualified laboratories for toxicological testing services on behalf of the Sheriff's Department for both coroner and criminal cases.

(Continued on Page 2)

FORM APPROVED COUNTY COUNSEL  
BY: Neal R. Kipnis DATE: 10/18/07

Departmental Concurrence



ROBERT J. HOWDYSHELL, Director  
Purchasing and Fleet Services Department

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 425,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 345,000	Budget Adjustment:	No
	Annual Net County Cost:	\$ 345,000	For Fiscal Year:	07/08

<b>SOURCE OF FUNDS:</b> Department Budget and Coroner's revenue	<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
	<b>Requires 4/5 Vote</b>	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:**

**APPROVE**

BY: Serena Chow  
Serena Chow

**County Executive Office Signature**

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

Prev. Agn. Ref.: 2/10/04 3.18

District: All

Agenda Number:

**3.36**

**BOARD OF SUPERVISORS**

**FORM 11: APPROVAL OF A SINGLE SOURCE AGREEMENT WITH BIO-TOX  
LABORATORIES FOR TOXICOLOGICAL TESTING FOR THE SHERIFF  
DEPARTMENT**

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**BACKGROUND (Continued)**

Coroner cases require toxicological testing to determine the level of chemical substance in blood and/or urine or other bodily fluids and in various organs for determining the mode, manner, and cause of death. In many instances the cause of death is determined solely on the results of the toxicological test results. Additionally, many criminal cases require testing of those suspected of being under the influence of drugs or alcohol. The current contract that was approved by the Board of Supervisors on February 10, 2004, agenda item 3.18 needed to be re-bid. The number of coroner and criminal investigations has increased over the past three years, resulting in an increase in the volume of blood samples sent for toxicological screening.

**PRICE REASONABLENESS**

In February 2007, County Purchasing released a Request For Proposal and was mailed to eight (8) vendors and was advertised on the Purchasing website. Bio-Tox Laboratories (local vendor) was the only respondent to the bid process. Three of the vendors issued a no bid and the remaining four vendors did not have the proper resources for providing toxicology testing services. Bio-Tox Laboratories has been providing toxicological support for the entire Sheriff's Department for a number of years and has provided excellent customer service. County Purchasing conducted a cost survey for the toxicology fee schedule proposed by Bio-Tox Laboratories. By researching pricing for testing from another lab that did not respond to the RFP for over 90 tests they could perform, Bio-Tox Laboratories pricing averages 10% less. Therefore, it is confirmed that the pricing is fair and reasonable for the services that would be provided to the Sheriff's Department.

**REVIEW AND APPROVAL**

Riverside County Purchasing and Fleet Services concur with this request.