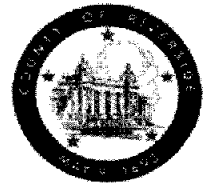


**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

430



**FROM:** Stanley L. Sniff Jr., Sheriff-Coroner-PA

**SUBMITTAL DATE:**  
February 11, 2008

**SUBJECT: AWARD OF THE PROFESSIONAL SERVICE AGREEMENT WITH AMERICAN FORENSIC NURSES (AFN) FOR BLOOD DRAW, BIOLOGICAL EVIDENCE AND URINE COLLECTION SERVICES FOR THE SHERIFF'S DEPARTMENT**

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

1. Approve and execute the professional service agreement with American Forensic Nurses in the annual amount of \$200,000.00 for five (5) years, renewable in one-year increments, in accordance with Ordinance 459.4; and
2. Authorize the Purchasing Agent to sign amendments and exercise renewal options for an amount not to exceed the annual CPI rates.

**BACKGROUND:** Riverside County Purchasing, City of Corona, and the City of Riverside issued a formal Request for Proposal (RFP #PUARC720) seeking competitive bids from companies for biological evidence and urine collection services for the Sheriff's Department, for DUI arrests and rape kits.

(Continued on Page 2)  
BR 08-078

FORM APPROVED COUNTY COUNSEL

BY: NEAL R. KIPNIS DATE: 4/13/08

PETER A. LABATH  
P. A. LABATH, ASST. SHERIFF  
(FOR)

STANLEY L. SNIFF, Jr.  
Sheriff-Coroner-PA

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 111,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$	Budget Adjustment:	No
	Annual Net County Cost:	\$	For Fiscal Year:	FY 07/08

<b>SOURCE OF FUNDS:</b> Department Budget	<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: Steve P. Schubert  
Steve P. Schubert

County Executive Office Signature

Dep't Recomm.:  Consent  Policy  Policy

Per Exec. Ofc.:  Consent  Policy  Policy

Prev. Agn. Ref.: \_\_\_\_\_ District: \_\_\_\_\_ Agenda Number: \_\_\_\_\_

ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD

3.26

Kelly P. Keenan  
 Departmental Concurrence  
 Mark Sailer, Assistant Director  
 Purchasing Agent

Kelly P. Keenan  
 Departmental Concurrence  
 Mark Sailer, Assistant Director  
 Purchasing Agent

**BOARD OF SUPERVISORS**

**FORM 11: AWARD THE PROFESSIONAL SERVICE AGREEMENT WITH AMERICAN FORENSIC NURSES (AFN) FOR BLOOD DRAW, BIOLOGICAL EVIDENCE AND URINE COLLECTION SERVICES FOR THE SHERIFF'S DEPARTMENT**

**PAGE 2**

**BACKGROUND (Continued)**

The Sheriff requires blood draw, biological evidence, and urine collection service available twenty-four hours a day, seven days a week. This is to facilitate the collection of biological fluid samples, DNA samples, and the collection of sexual assault evidence. This type of collection needs to be completed in a clinically approved manner, comply with state law, and fulfill criminal court requirements for the "chain of custody" of the materials collected.

Prior to the reliance upon a blood draw service, Riverside County Sheriff's Department personnel had to respond to a local hospital emergency room and wait for hospital staff to obtain the appropriate biological evidence from subjects involved in criminal investigations.

This process was time consuming to obtain the evidence collection. It was determined there was a need to make the collection of blood evidence simpler and more efficient. This service must respond to law enforcement's need to obtain necessary evidence collection within thirty minutes of arrest.

**PRICE REASONABLENESS:** Purchasing and Fleet Services released a request for proposals that was mailed to three (3) vendors. The request was also advertised on the Purchasing website. American Forensic Nurses (AFN), a local vendor, was the only respondent to the bid process. Two vendors issued a no bid.

AFN has been providing service to the County of Riverside, to various cities within the County and to other Counties. County Purchasing conducted a cost survey for the blood draw, biological evidence and urine collection service pricing by contacting surrounding counties and requesting the prices for services from the two phlebotomy contractors that did not respond to the RFP. Purchasing staff determined that AFN's prices average 9% less than those of the awarded vendors in the surrounding Counties. Therefore, staff 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 concurs with this request.

# FORM 11 ATTACHMENT SUMMARY DATA

## Form 11 Attachment Contract/Lease/Purchase Summary Data

**Contract**

**Lease**

**Purchase**

Approval/Renewal

Approval/Renewal

Sole Source

Sole Source

Multi-Year Lease

Other Than Low Bid

Personal Services

Equipment

Change Order

Independent Contractor

Real Property

Other than low Bid

Change Order

Change Order

<b>User Department:</b>	<b>Sheriff Department</b>
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Selection Committee Member Names (RFP's Only) James Curtis, Darcelle Smaby, Linda Jeffcoat, Joann Baeza, Walter Mack
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<b>Vendor/Lessor Name:</b>	<b>AFN American Forensic Nurses</b>
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Local Preferences Applied:	Yes
Effected Award?	No

<b>Vendor/Lessor Location:</b>	<b>Palm Springs, CA</b>
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**Applicable Board Policy # California Code**

**Comments: One Bid Response to RFP PUARC720 Blood Draw/Biological Evidence/Urine Collection**

**RFQ/RFP Process:**

Date Mailed: 2/09/2007  
 Response Date: 3/08/2007  
 # of Responses: 1  
 # of Qualified Responses: 1

**Bidding Process:**

Bid Range: See Exhibit A  
 Local Bid Range: See Exhibit A  
 Responsive and Responsible Bid Range: See Exhibit A  
 Local Preference FYTD:

### Contract/Lease Renewals Only Proposed Differences

Existing Agreement Items

Proposed Agreement Items

1. Rates
2. Terms
3. Conditions
4. Legal Issues
5. Accountability
6. Other

(Continue on blank sheet, if necessary)