

**SUBMITTAL TO THE RIVERSIDE COUNTY
IN HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



123C

FROM: Department of Public Social Services on behalf of
In Home Supportive Services Public Authority

SUBMITTAL DATE:

June 15, 2010

SUBJECT: Agreement with Medtox Laboratories, Inc as overall lowest bidder

RECOMMENDED MOTION:

That the In Home Supportive Services Public Authority Board:

1. Approve and authorize the Chairman of the Board to sign the attached Agreements # CS-01659 and # AS-01696 with Medtox Laboratories, Inc for the period of July 1, 2010 - June 30, 2011, as overall lowest bidder, for an amount not to exceed a cumulative total of \$219,667 annually for 3 years.
2. Authorize the Director of the Department of Public Social Services (DPSS) to administer the contracts.
3. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, to exercise the renewal options, based on the availability of fiscal funding, and to sign amendments that do not change the substantive terms of the agreements, including amendments to the compensation provision that do not exceed the annual CPI rates.

Patricia Reynolds

Patricia Reynolds, Assistant Director for
Susan Loew, Director

FINANCIAL DATA	Current F.Y. Total Cost:	\$219,667	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$0	Budget Adjustment:	No
	Annual Net County Cost:	\$0	For Fiscal Year:	10/11

SOURCE OF FUNDS		Positions To Be Deleted Per A-30	<input type="checkbox"/>
IHSS - Federal 50%; County 50%		Requires 4/5 Vote	align="center"> <input type="checkbox"/>
CSD - Federal 47.6% ; State 33.3% ; County 2.6%; Realign 16.5%			

C.E.O. RECOMMENDATION:

APPROVE

BY: *Debra Cournoyer*
Debra Cournoyer

County Executive Office Signature

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

Prev. Agn. Ref.:

District: All

Agenda Number:

7.1

County Purchasing Department
 Departmental Concurrence
 County Counsel
 Patricia McKenna
 April 2nd 2010

TO: IN HOME SUPPORTIVE SERVICES
PUBLIC AUTHORITY

DATE: June 22, 2010

SUBJECT: Agreement with Medtox Laboratories, Inc as overall lowest bidder

BACKGROUND:

Urine drug testing and specimen collection services are critical to the operations of both Children's Services (CSD) and IHSS PA. CSD uses randomized and on-demand urine drug testing to assure that parents involved with CSD maintain a drug-free lifestyle.

The In-Home Supportive Services Division requires drug and alcohol screenings of prospective IHSS Home Care Workers. The IHSS PA has an established Registry of Home Care Workers that are matched with elderly and disabled IHSS Consumers needing care. As part of the process of being placed on the Registry, the IHSS PA requires thorough background and drug/alcohol screenings on each Home Care Worker.

As a result of RFP DPARC-142, the County received five proposals. The evaluation team thoroughly reviewed the contents of each proposal and scored each proposal based on the bidder's overall responsiveness to the RFP requirements, price reasonableness, references, financial status and the vendor's ability to meet the County's needs. Medtox Laboratories, Inc. received the highest score and it is therefore requested that the Board approve the Evaluation Committee's recommendation to award with Medtox Laboratories, Inc.

PRICE REASONABLENESS:

Purchasing released a Request for Proposal, mailing solicitations to 45 companies and advertising on the County's Internet. Five (5) responses were received, with proposals submitted by five (5) vendors.

The proposals were reviewed by an evaluation team consisting of personnel from DPSS, Children's Services and In-Home Supportive Services. The evaluation team reviewed and scored each proposal based on the bidder's overall responsiveness to the requirements of the scope of service, description of services, credentials and licenses, references and the overall cost. Medtox Laboratories, Inc was selected as the most responsive/responsible vendor, submitting an historical annual cost of \$219,667. The evaluators used last year's historic usage for a total cost. The other bidders proposed fees ranging from \$209,427 to \$361,175.

The other factor for total cost was training employees. If a new vendor was selected for the online database usage feature, the estimated soft-cost to train employees is estimated to be about \$50,100 for approximately two (2) hours each employee, for a total of 586 county workers. Training would consist of, new County vendor login and ID number, control of custody forms for testing, reports for client results, how to sort for each Social Worker case, out of state control of custody, etc. The difference between soft cost for this training of \$50,100 and the total cost of the lowest priced vendor is approximately \$20,000 lower, over the 3 year period.

The evaluation committee recommends that the award be given to Medtox Laboratories, Inc., as the most responsive/responsible vendor with the annual amount of \$219,667.

FINANCIAL: No County funds are required.

ATTACHMENT(S):

Agreement # CS-01659 & Agreement # AS-01696

CONCUR/EXECUTE: County Purchasing

SL:ko:kjb