

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

138



**FROM:** Purchasing and Fleet Services Department

**SUBMITTAL DATE:**  
December 2, 2015

**SUBJECT:** Approve the Purchase Order for Countywide Fingerprint Services and Laboratory Alcohol Analysis with the State Department of Justice for Ten Years. [All Districts]; [\$1,096,500 annually]; [\$10,965,000 Total]; 100% Department Budgets

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

1. Approve and authorize the Purchasing Agent to issue purchase orders with the State Department of Justice (DOJ) for fingerprint identification and laboratory alcohol analysis in the annual amount of \$1,096,500 for 10 (ten) years, and to increase the annual purchase amount up to 10% for any contingencies based on the availability of fiscal funding.

**BACKGROUND:**

Summary  
Continued on Page 2

*Lisa Brandl*

Lisa Brandl  
Director, Purchasing and Fleet Services

| FINANCIAL DATA  | Current Fiscal Year: | Next Fiscal Year: | Total Cost:  | Ongoing Cost: | POLICY/CONSENT<br>(per Exec. Office)  |
|-----------------|----------------------|-------------------|--------------|---------------|---|
| COST            | \$ 1,096,500         | \$                | \$ 5,482,500 | \$ 1,096,500  | Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/> |
| NET COUNTY COST | \$ 219,852           | \$                | \$           | \$ 219,852    |   |

|  |                                     |
|--|-------------------------------------|
| <b>SOURCE OF FUNDS:</b> Department Budgets: Assessor, District Attorney, DPSS, Human Resources, Parks, Probation and Sheriff | <b>Budget Adjustment:</b> No        |
|  | <b>For Fiscal Year:</b> 15/16-20/21 |

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

**APPROVE**

BY: *Ivan M. Chand*  
Ivan M. Chand 12/7/2015

County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

- A-30
- Positions Added
- 4/5 Vote
- Change Order

Prev. Agn. Ref.: 7-29-03 3.54; 2-10-04 3.19

District: All

Agenda Number:

**3-28**

Departmental Concurrence

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

**FORM 11:** Approve the Purchase Order for Countywide Fingerprint Services and Laboratory Alcohol Analysis with the State Department of Justice for Five Years. [All Districts]; [\$1,096,500 annually]; [\$10,965,000 Total]; 100% Department Budgets

**DATE:** December 2, 2015

**PAGE:** 2 of 2

**BACKGROUND:**

**Summary (continued)**

Since 2002, various county departments have submitted electronic fingerprints to the California Department of Justice (DOJ) for a variety of reasons: to perform background checks on potential employees, foster parents, adoptive parents, child caregivers, relative caregivers and for criminal and non-criminal information. The DOJ maintains a statewide network of equipment and procedures as required by Penal Code Section 13000 that allows local law enforcement agencies direct access to this identification system. The Sheriff's Department also utilizes the DOJ for laboratory alcohol analysis. Additionally, the DOJ provides breath alcohol equipment testing and maintenance. The DOJ also trains certified breath test operators to establish and maintain operator proficiency as required by Title 17, California Code of Regulations.

This request is to authorize Central Purchasing to issue purchase orders on behalf of County departments for the services provided by the DOJ for a period of 10 (ten) years. As the DOJ is the only entity authorized to maintain the identification system, the utilization of these services by county departments will be on-going. The Purchasing Agent will coordinate with county departments to issue purchase orders for up to 10 (ten) years.

The estimated annual costs for the departments are based on previous year expense history with the DOJ:

|                    |           |   |
|--------------------|-----------|---|
| Assessor           | \$ 10,000 | (100% General Fund)                       |
| District Attorney  | \$ 9,000  | (100% General Fund)                       |
| DPSS               | \$330,000 | (97% State/Federal and 3% General Fund)   |
| Human Resources    | \$240,000 | (100% Internal Service Fund)              |
| Parks Department   | \$ 12,500 | (100% Park Revenue)                       |
| Probation          | \$ 45,000 | (70% State Funds and 30% General Fund)    |
| Sheriff Department | \$450,000 | (60% Fees Collected and 40% General Fund) |

**Impact on Citizens and Businesses**

None

**Contract History and Price Reasonableness**

Penal Code Section 13000 (d) authorizes the DOJ to charge the actual cost for supporting the fingerprint ID system.