

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



**ITEM: 3.62
(ID # 27798)**

MEETING DATE:
Tuesday, June 10, 2025

FROM : SHERIFF-CORONER-PA

SUBJECT: SHERIFF-CORONER-PA: Approve the California State Department of Justice (DOJ) as a Single Source Vendor for Forensic Alcohol Services and Approve the State Standard Agreement Number 25-190-01 for a Period of Five (5) Years through June 30, 2030 (FY25/26-29/30), All Districts. [\$800,000 - 100% Sheriff's Budget]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the State Standard Agreement Number 25-190-01 with the California Department of Justice (Agreement) for its provision of breath alcohol testing, for the uniform fee of \$35 per subject tested, from July 1, 2025 through June 30, 2030, without securing competitive bids in accordance with Ordinance No. 459.6;
2. Authorize the Chair of the Board to sign three (3) copies of the Agreement on behalf of the County and direct the Clerk of the Board to retain one (1) copy and return two (2) copies of the Agreement to RSO Purchasing for distribution; and
3. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, based on the availability of fiscal funding and as approved as to form by County Counsel to issue Purchase Orders for the services not to exceed the approved aggregate Agreement amount.

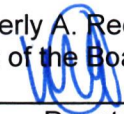
ACTION:Policy


David Lelevier, Assistant Sheriff 5/28/2025

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Gutierrez, seconded by Supervisor Washington and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Medina, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: June 10, 2025
xc: Sheriff

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

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STATE OF CALIFORNIA

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$ 160,000	\$ 800,000	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 100% Sheriff's Budget			Budget Adjustment:	No
			For Fiscal Year:	25/26-29/30

C.E.O. RECOMMENDATION: Approve

BR: 25-083

Prev. Agn. Ref.: 09/15/20 3.25

BACKGROUND:

Summary

Based on state-mandated price reasonableness, the Sheriff's Office will continue to utilize DOJ for blood, breath and urine sample testing to determine the presence of alcohol and drugs pursuant to traffic stops that the California Highway Patrol (CHP) makes in the County.

As part of the same services, DOJ provides breath alcohol testing equipment and equipment repairs. DOJ also trains certified breath test operators to establish and maintain operator proficiency as required by Title 17, California Code of Regulations. Dating before 2000, the Sheriff's Office has paid a uniform fee of \$35 per subject tested. The proposed Agreement continues with these fees through June 30, 2030.

The estimated annual cost for these services is \$160,000, the County of Riverside is not liable for charges in excess of \$160,000 per fiscal year. The Sheriff's Office has included these expenditures in its FY2025-26 budget. Per California Penal Code Section 1463.14, the County is authorized to deposit \$50 from fines collected for each DUI conviction to a special account to pay for alcohol testing. The Sheriff's Office can recover testing costs with the annual account allocation administered by the County District Attorney's Office.

County Counsel has approved the Agreement as to form.

Impact on Residents and Businesses

These services are to pay for alcohol analysis of driver's suspected of driving while under the influence. This information helps law enforcement prosecute offenders and reduces traffic injuries, deaths, and creates safer roads for residents of Riverside County.

Contract History and Price Reasonableness

Ordinance 459 allows for awards of contracts with any federal, state, or local government agency without bidding due to the nature of collaboration and partnership of beneficial programs with government entities.

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STATE OF CALIFORNIA

Attachments

3 - Copies of the Standard Agreement between the County of Riverside and the California Department of Justice

Melissa Curtis

Melissa Curtis, Deputy Director of Purchasing and Fleet

5/28/2025

Rebecca S Cortez

Rebecca S Cortez, Principal Management Analyst

5/29/2025

Amrit Dhillon

Amrit Dhillon

5/6/2025

Aaron Gettis

Aaron Gettis, Chief of Deputy County Counsel

5/21/2025

AGREEMENT NUMBER 25-190-01
REGISTRATION NUMBER 215190

1. This Agreement is entered into between the State Agency and the Contractor named below:

AGENCY'S NAME

COUNTY OF RIVERSIDE

CONTRACTOR'S NAME

CALIFORNIA DEPARTMENT OF JUSTICE

2. The term of this Agreement is: **JULY 1, 2025** through **JUNE 30, 2030**


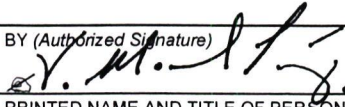

3. The maximum amount of this Agreement is: **\$ 160,000.00 annually**

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

- Exhibit A – Scope of Work page 2
- Exhibit B – Budget Detail and Payment Provisions pages 3 & 4
- Exhibit C* – General Terms and Conditions page 5
- Check mark one item below as Exhibit D:
- Exhibit - D Special Terms and Conditions (Attached hereto as part of this Agreement) pages 6 & 7
- Exhibit - D* Special Terms and Conditions
- Exhibit E – Additional Provisions page 8

Items shown with an Asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto. These documents can be viewed at www.ols.dgs.ca.gov/Standard+Language (GTC 307)

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR		<i>California Department of General Services Use Only</i>
CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.)		
CALIFORNIA DEPARTMENT OF JUSTICE		
BY (Authorized Signature)	DATE SIGNED (Do not type)	
		
PRINTED NAME AND TITLE OF PERSON SIGNING		
CHRIS RYAN, CHIEF, DIVISIONS OF OPERATIONS		
ADDRESS		
1300 I Street Sacramento, CA 95814		
AGENCY		
AGENCY NAME		
BY (Authorized Signature)		
	DATE SIGNED (Do not type)	
	6/10/2025	
PRINTED NAME AND TITLE OF PERSON SIGNING		
V. MANUEL PEREZ, CHAIRMAN, BOARD OF SUPERVISORS		
ADDRESS		
4080 Lemon Street, 5th Floor Riverside, CA 92501		
ATTEST:		
KIMBERLY A. RECTOR, Clerk		
By 		
DEPUTY		

Exempt per:

RESOLUTION

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on Tuesday, June 10, 2025, that the Chair is authorized and directed to execute on behalf of said County the Standard Agreement ID: 25-190-01 between County of Riverside and the California Department of Justice providing for: Forensic Alcohol Services.

ROLL CALL:

Ayes: Medina, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Abstain: None

The foregoing is certified to be a true copy of a resolution duly adopted by said Board of Supervisors on the date therein set forth.

KIMBERLY A. RECTOR, Clerk of the Board

BY:  _____
Deputy

**EXHIBIT A
(Standard Agreement)**

SCOPE OF WORK

1. Department of Justice (DOJ) agrees to provide to the Agency as described herein:

This Agreement is hereby entered into by and between the State of California, Department of Justice, hereinafter referred to as "DOJ" or Contractor, and the County of Riverside, a political subdivision of the State of California, hereinafter referred to as "Agency", for the purpose of DOJ to provide alcohol and/or drug analysis of urine, blood, or breath evidence for the Agency.

2. Terms of Agreement and Amendment Clause:

The term of this Agreement shall be from July 01, 2025 to June 30, 2030, or until (1) written notice is received stating this agreement is cancelled; and (2) the Agency discontinues requesting the services. This Agreement may be amended in writing and not otherwise by mutual agreement of the parties hereto.

3. The project representatives during the term of this Agreement will be:

	AGENCY	CONTRACTOR
Name:	Emily Long	Alcohol Billing Coordinator
Phone:	(951) 955-2710	(916) 227-3791
Fax:		(916) 322-7157
Email	elong@riversidesheriff.org	alcohol.billing@doj.ca.gov

Direct all inquiries to:

	AGENCY	CONTRACTOR
Agency:	Riverside County Sheriff	Department of Justice
Section/Unit:	Field Operations Fiscal Unit	BFS / DUI EPAS Unit
Attention:	Emily Long	Alcohol Billing Coordinator
Address:	PO Box 512	4949 Broadway, Rm. F126
City/State/Zip:	Riverside, CA 92502	Sacramento, CA 95820
Phone:	(951) 955-2710	(916) 227-3791
Fax:		(916) 322-7157
Email	elong@riversidesheriff.org	alcohol.billing@doj.ca.gov

4. Responsibilities of DOJ:

Services shall be provided by the laboratories of the Bureau of Forensic Services, California Department of Justice, and shall be in accordance with Exhibit B, which by this reference, is hereby incorporated into this Agreement.

EXHIBIT B
(Standard Agreement)

BUDGET DETAIL AND PAYMENT PROVISIONS

Payment for Services:

DOJ agrees to provide and the County of Riverside agrees to pay for the following services:

- Analysis of blood, breath and urine samples suspected of containing alcohol. The cost of drug analysis, if available and applicable, in addition to alcohol testing, will be included as part of the uniform fee set forth below;
- Analysis of blood and urine samples suspected of containing drugs but purported to be free of alcohol;
- In the event oral fluid becomes an approved medium for the testing of samples suspected of containing drugs, DOJ will implement an oral fluid program and provide testing services;
- Provision of breath alcohol testing program utilizing approved breath testing instrument(s);
- Upon request, provide DOJ-approved blood and urine sample containers, envelopes, and mailers;
- Administrative and logistical support of field breath alcohol tests utilizing DOJ-supplied/supported breath instruments, including all associated accessories and supplies;
- Provide and maintain DOJ-supplied/supported breath test instruments at established locations and new locations as caseload warrants. This service includes complete instrument repair services as required;
- Consultation and expert testimony on the technical aspects of all analysis performed including the interpretation of the results relative to driving impairment on cases analyzed by DOJ or those appropriately conducted with DOJ-supplied/supported breath test instruments;
- Training and retraining of certified breath test instrument operators to establish and maintain their proficiency as required by Title 17, California Code of Regulations.
- All of the foregoing services, where necessary, as determined by DOJ, shall be provided by DOJ to the Agency. Except as set forth in the next succeeding sentence, this contract shall apply to all subjects arrested within the County of Riverside, regardless of arresting agency, for any driving/boating under-the-influence violations. Subjects arrested in the circumstances specified in Exhibit E will be excluded. An all-inclusive uniform fee of \$35.00 per subject tested will be collected for violations of 23152 cvc, 23153 cvc, 23103 cvc, 23104 cvc, and 23105 cvc, as specified in the California Penal Code, section 1463.14. The County of Riverside shall not be liable for charges in excess of \$160,000.00 per fiscal year. If the \$160,000.00 limit is reached, forensic alcohol analysis services shall be suspended for the remainder of that fiscal year.
- Breath test instruments meeting DOJ requirements may be provided by the Agency. Agency-provided instruments will be fully supported (maintenance/repair, consumables, and networking) and fees will be collected as described above.

**EXHIBIT B
(Standard Agreement)**

BUDGET DETAIL AND PAYMENT PROVISIONS

Invoicing:

DOJ shall send monthly invoices to the Agency noting number of tests conducted, month/year tests were conducted and total amount due to:

Riverside County Sheriff's Department
PO Box 512
Riverside, CA 92502

Payments shall be submitted to:

Department of Justice
Accounting Services
P. O. Box 944255
Sacramento, CA 94244-2550

OUTSTANDING ACCOUNTS RECEIVABLE RECOVERY CLAUSE*

Pursuant to Government Code Section 11255, departments that provide services to another department may recover outstanding receivables by initiating a Transfer Request (TR) with the State Controller's Office (SCO) to transfer funds from the debtor department. This option will be used on a limited basis and only when the following conditions are met: (1) the invoice was not paid by the requested due date, (2) non-payment provisions are included in the Interagency Agreement between the departments, (3) the invoice has not been disputed, and (4) a 30-day notice has been provided to the debtor department that a transfer of funds will be initiated for non-payment.

In compliance with Government Code section 11255, provide the appropriation information below:

Agency Name	
Interagency Agreement Number	
Contact Person & Telephone Number	
Fund Number	
Sub Fund	
Organization Code	
Fiscal Year	
Reference	
Category	
Program	

*For State of California Agencies only (e.g. CA Highway Patrol, CA. Dept. of Fish and Wildlife, CA Dept. of Corrections...etc.)

**EXHIBIT C
(Standard Agreement)**

GENERAL TERMS AND CONDITIONS

PLEASE NOTE: The General Terms and Conditions will be included in the Agreement by reference to Internet site: www.ols.dgs.ca.gov/Standard+Language. Please read the terms and conditions that are applicable to this Agreement by accessing the above-referenced website. (Please note that there may be several different versions of the Terms and Conditions on the website. Refer to page one of this Agreement to find the date and number of the Terms and Conditions that are applicable to this Agreement). By signing this Agreement you are agreeing to be bound by these Terms and Conditions.

If you do not have access to the Internet, please contact the Department of Justice contact person listed in Exhibit A of this Agreement and a copy of the General Terms and Conditions will be sent to you.

**EXHIBIT D
(Standard Agreement)**

SPECIAL TERMS AND CONDITIONS

Examination and Audit:

The Contractor parties of this Agreement shall be subject to the examination and audit of the State of California, Bureau of State Audits and the Department of Justice, Internal Control and Audits Program for a period of three (3) years after final payment under the terms and conditions to those matters connected with the performance of this Agreement, including, but not limited to, the costs of administering this Agreement.

Termination:

Either party may terminate this Agreement by giving the other party thirty (30) days written notice to the effective date of such termination. DOJ may terminate the performance of services under this Agreement in accordance with this clause in whole on thirty (30) days written notice to the Agency.

Whenever payment has not been received for services rendered within 90 days of invoice date, DOJ shall no longer perform services referenced on Exhibit A until all outstanding invoices have been paid in full.

After such receipt of a notice of termination and except as otherwise directed by the DOJ, services provided under this Agreement shall stop on the date and to the extent specified in the notice of termination.

In the event this Agreement is terminated by the Agency, DOJ shall be compensated for services completed to the date of termination based upon the compensation rates, together with such additional services performed after termination which are authorized by the Agency to complete the work performed to date of termination.

Disputes:

Any dispute concerning a question of fact arising under the terms of this Agreement, which is not disposed of within a reasonable period of time by the Agency and DOJ employees normally responsible for the administration of this contract, shall be brought to the attention of the DOJ Contract Administrator and Agency Contact Person for joint resolution. The Agency and DOJ agree to continue to carry out all other responsibilities under this Agreement not affected by the dispute.

Disputes shall be submitted in writing to DOJ.

Disputes pertaining to the accuracy of a reported arrest location should be submitted in writing by emailing them directly to alcoholbilling@doj.ca.gov within 90 days of the original invoice date. It is the Agency's responsibility to obtain the correct traffic stop location, including the street name and nearest cross street (with direction of travel if available) from the arresting agency, and to provide that information as part of the formal dispute. To address your dispute, the accurate traffic stop location will be used by DOJ to determine responsibility for charges related to DUI testing.

**EXHIBIT D
(Standard Agreement)**

SPECIAL TERMS AND CONDITIONS

Conflict with Existing Law:

The Contractor and the Agency agree that if any provision of this Agreement is found to be illegal or unenforceable, such term or provision shall be deemed stricken and the remainder of this Agreement shall remain in full force and effect. Either party having knowledge of such terms or provision shall promptly inform the other of the presumed non-applicability of such provision. Should the offending provision go to the heart of this Agreement, this Agreement shall be terminated in a manner commensurate with the interest of both parties, to the maximum extent reasonable.

Governing Law:

This Agreement shall be governed by and construed in accordance with the laws of the State of California.

Validity:

The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

THIS AGREEMENT IS OF NO FORCE AND EFFECT UNTIL SIGNED BY BOTH PARTIES AND ALL APPROVALS ARE SECURED.

**EXHIBIT E
(Standard Agreement)**

ADDITIONAL PROVISIONS

Exclusions:

The County of Riverside shall not be responsible for arrests made within the following incorporated areas:

1. City of Banning
2. City of Beaumont
3. City of Blythe
4. City of Calimesa
5. City of Canyon Lake
6. City of Cathedral City
7. City of Coachella
8. City of Corona
9. City of Desert Hot Springs
10. City of Eastvale
11. City of Hemet
12. City of Indian Wells
13. City of Indio
14. City of Jurupa Valley
15. City of La Quinta
16. City of Lake Elsinore
17. City of Menifee
18. City of Moreno Valley
19. City of Murrieta
20. City of Norco
21. City of Palm Desert
22. City of Palm Springs
23. City of Perris
24. City of Rancho Mirage
25. City of Riverside
26. City of San Jacinto
27. City of Temecula
28. City of Wildomar
29. Mt. San Jacinto Community College Campus
30. Riverside Community College Campus
31. University of California at Riverside Campus
32. March Air Force Base