



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: JUNE 6, 2017

FROM: POLICE DEPARTMENT WARDS: ALL

SUBJECT: INCREASE PURCHASE ORDER WITH BIO-TOX LABORATORIES, INC. TO PROVIDE FORENSIC TOXICOLOGY TESTING SERVICES THROUGH JUNE 30, 2017 – IN THE AMOUNT OF \$11,000 FOR A REVISED TOTAL OF \$58,000

ISSUE:

Approve a change order increase to Purchase Order No. 170316 in the amount of \$11,000 for a revised total of \$58,000, with Bio-Tox Laboratories, Inc. to provide the Police Department with forensic toxicology testing services through June 30, 2017.

RECOMMENDATIONS:

That the City Council approves a change order increase to Purchase Order No. 170316 with Bio-Tox Laboratories, Inc., of Riverside, California, in the amount of \$11,000 to provide forensic toxicology testing services through June 30, 2017.

BACKGROUND:

The Police Department requires blood and urine analysis to prosecute criminal cases for suspects under the influence of drugs and alcohol. The County of Riverside issued a Request for Proposal (#SHARC-183) for forensic toxicology testing services in 2012 on behalf of the Sheriff/Coroner, City of Riverside and City of Corona. In March 2013, Bio-Tox Laboratories, Inc. was selected by the County and awarded a one-year contract with an option to renew the agreement for four additional one-year periods (through June 30, 2018).

Bio-Tox Laboratories, Inc. extended under the same procurement, the same pricing to the City of Riverside for the laboratory services as provided to the County.

DISCUSSION:

Purchase Order No. 170316 with Bio-Tox laboratories, Inc. for Fiscal Year 2016-2017 is for \$47,000. The number of persons apprehended and suspected of being under the influence of drugs and alcohol is trending at higher volumes this year and the costs will exceed the amount of the original purchase order by approximately \$11,000. Therefore a change order to increase the

Purchase Order is requested. The Purchasing Services Manager concurs with the recommendation above.

FISCAL IMPACT:

The total Purchase Order amount is estimated at \$58,000. Sufficient funds are available in the Police Department-Management Services Professional Services Account No. 3105000-421000.

Prepared by:	Sergio G. Diaz, Chief of Police
Certified as to	
availability of funds:	Scott G. Miller, Ph.D., Chief Financial Officer/City Treasurer
Approved by:	Alexander T. Nguyen, Assistant City Manager
Approved as to form:	Gary G. Guess, City Attorney