



# Monterey County

168 West Alisal Street,  
1st Floor  
Salinas, CA 93901  
831.755.5066

## Board Report

Legistar File Number: 16-570

June 07, 2016

**Introduced:** 5/4/2016

**Version:** 1

**Current Status:** Agenda Ready

**Matter Type:** General Agenda Item

- a. Approve and Authorize the Contracts/Purchasing Officer or Contracts Purchasing Supervisor to sign Amendment #1 to Board of Supervisors Agreement #A-12744 with Central Valley Toxicology in the amount of \$145,000 to add two (2) additional years to the contract extending it to June 30, 2018 (\$72,500 per year for a total of \$145,000) and to increase funding due increased demand for autopsy services (\$12,500 per year, for a two year total of \$25,000), bringing the amended amount of the contract to \$315,000; and
- b. Authorize the Contracts/Purchasing Officer or Contracts Purchasing Supervisor to sign one additional amendment to the agreement where the amendment does not significantly change the scope of work and that does not exceed the current annual cost of \$85,000 (\$72,500+\$12,500), for a total cumulative not to exceed contract amount of \$400,000.

### RECOMMENDATION:

It is recommended the Board of Supervisors:

- a. Approve and Authorize the Contracts/Purchasing Officer or Contracts Purchasing Supervisor to sign Amendment #1 to Board of Supervisors Agreement #A-12744 with Central Valley Toxicology in the amount of \$145,000 to add two (2) additional years to the contract extending it to June 30, 2018 (\$72,500 per year for a total of \$145,000) and to increase funding due increased demand for autopsy services (\$12,500 per year, for a two year total of \$25,000), bringing the amended amount of the contract to \$315,000; and
- b. Authorize the Contracts/Purchasing Officer or Contracts Purchasing Supervisor to sign one additional amendment to the agreement where the amendment does not significantly change the scope of work and that does not exceed the current annual cost of \$85,000 (\$72,500+\$12,500), for a total cumulative not to exceed contract amount of \$400,000.

### SUMMARY/DISCUSSION:

In Monterey County, the Sheriff position is a combined Sheriff/Coroner position and the Sheriff therefore, is responsible for oversight of the Coroner job function. The Coroner is charged with investigation and autopsy of any reportable or inexplicable deaths and must determine the cause and manner of the death. The Coroner performs all autopsy and post-mortem examinations, which include external examination, internal dissection and microscopic examination, and review and analysis of forensic toxicology reports. These findings are then compiled into an autopsy report. A team of detectives and deputies act upon any cases requiring investigation or prosecution.

An external lab is used for toxicology service, because forensic labs must be state certified to operate this unique testing. Some larger sheriff's departments operate their own lab; it is not cost effective for Monterey County to operate our own lab due to high operating and equipment costs, hence the reason for this contract.

The Coroner's Unit introduced a new software package earlier this fiscal year and evaluated forensic lab services provided by other vendors as part of that process. They decided to continue this contract based on lower costs, quality of past service, number of substances the lab screens for, and a "coroner's cap" offered by this lab that limits the amount they charge for any one autopsy, regardless of number of tests run.

The initial contract was for two (2) years, for a total of \$145,000 or \$72,500 per year. The Office seeks to add two (2) additional years at \$72,500 per year (\$145,000) extending the contract to June 30, 2018 and to add additional funding of \$12,500 per year for a total of \$25,000 due to increased demand for autopsy services. This contract has been at fixed level pricing for the past two years, and will continue at the same pricing for the upcoming two years.

A copy of this agreement is on file with the Clerk of the Board.

OTHER AGENCY INVOLVEMENT:

County Counsel has approved the agreement as to legal form, and the Auditor/Controller has reviewed for fiscal provisions.

FINANCING:

Funding for this contract is included in the FY 2016-17 Sheriff's baseline budget. There will be no increase in General Fund Contribution as a result of this Board action.

Prepared by: Nina Ryan, Management Analyst II ext. 3708

Approved by: Steve Bernal, Sheriff /Coroner ext. 3725

Attachment: Board of Supervisors Agreement #A-12744 and Amendment #1