



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 5/21/2019

Agenda Placement: 6B

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: AMANDA GIBBS for Mary Butler - Chief Probation Officer
Probation

REPORT BY: Ferlyn Buenafe, Staff Services Manager - 707.253.4126

SUBJECT: Amendment No. 2 to Agreement with Redwood Toxicology Laboratory

RECOMMENDATION

Chief Probation Officer requests approval of and authorization for the Chair to sign Amendment No.2 to Agreement 170879B with Redwood Toxicology Laboratory, Inc. to increase the contract amount \$5,000 effective May 1, 2019 for a maximum annual compensation of \$55,000, and extend the term for one (1) year to June 30, 2020 to provide drug testing services for adult and juvenile probationers.

EXECUTIVE SUMMARY

Redwood Toxicology Laboratory currently performs urine and saliva drug screen tests for adult and juvenile probationers at the request of the Probation Officer. Drug screenings are often included in the probation terms and conditions ordered by the Courts.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Probation
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	Yes
Future fiscal impact:	Funds have been requested in the Recommended Fiscal Year 2019-2020 budget.

Consequences if not approved: If this agreement is not approved, Probation Officers will not be able to test probationers and it will make it difficult to hold probationers accountable to the terms and conditions of their probation orders.

Additional Information:

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The Probation Department has had an agreement with Redwood Toxicology Laboratory since fiscal year 2003-2004 for urine and saliva testing to determine the presence of amphetamines, opiates, barbiturates, cocaine, benzodiazepines, creatinine, alcohol and THC. Redwood Toxicology also tests for substances in addition to the routine panel at the request of the Probation Officer with results provided within 48 hours. The vendor provides all supplies including forms, labels, bottles and security seals. Testing assists the Probation Officers enforce the terms and conditions of each probation order. The Department conducts approximately 1,200 adult tests and 600 juvenile tests on an annual basis.

Approval of Amendment No. 2 to Agreement 170879B increases the contract amount an additional \$5,000 in the current fiscal year to a contract maximum of \$55,000, and extends the term of the current agreement an additional one year, to June 30, 2020. Increased costs are attributed to additional probationer testing which is anticipated to be offset by reduced costs incurred by a vendor that typically would have performed such drug tests.

The Department intended to release a Request for Proposal (RFP) in the current fiscal year however, due to unforeseen events with several operational projects, there is a delay in the release of a RFP until fiscal year 2019-2020.

Redwood Toxicology is not a local vendor.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Susan Kuss