



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

2014 JUN -2 PM 3:40

COUNTY OF SANTA BARBARA  
CLERK OF THE BOARD

Department Name: Probation  
Department No.: 022  
For Agenda Of: June 17, 2014  
Placement: Administrative  
Estimated Time:  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

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**TO:** Board of Supervisors

**FROM:** Department Director(s) *Beverly A. Taylor*  
Beverly A. Taylor, Chief Probation Officer (805.882.3652)  
Contact Info: Tanja Heitman, Deputy Chief Probation Officer (805.739.8537)  
[heitman@co.santa-barbara.ca.us](mailto:heitman@co.santa-barbara.ca.us)

**SUBJECT:** Bid Waiver for Redwood Toxicology Laboratory, Inc.

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**County Counsel Concurrence**

As to form: N/A

**Auditor-Controller Concurrence**

As to form: N/A

**Other Concurrence:** Purchasing

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- A. Authorize the County Purchasing Manager, without requiring a formal bid process, to contract with Redwood Toxicology Laboratory, Inc., (RTL) for the purchase of drug testing supplies in an amount not to exceed \$100,000.00.
- B. Determine that the proposed action is exempt from the California Environmental Quality Act (CEQA) review per CEQA Guideline Section 15378(b)(4), since the recommended action is a government fiscal activity which does not involve commitment to any specific project which may result in a potentially significant physical impact on the environment.

**Summary Text:**

RTL is the government services division of Alere Toxicology and one of the nation's largest drug and alcohol testing laboratories. RTL is committed to providing reliable, innovative and value-focused substance abuse screening products and lab services to government, criminal justice and treatment marketplaces. RTL has been awarded a Western States Contracting Alliance (WSCA)-National Association of State Procurement Officials (NASPO) Cooperative Contract for drug and alcohol testing and onsite drug testing supplies through a competitive solicitation process.

**Background:**

The Probation Department supervises offenders via a variety of methods, including random drug testing. Onsite drug testing supplies are necessary to ensure that offenders are held accountable and that any ongoing substance abuse issues are addressed appropriately. The vast majority of offenders supervised on formal probation are required by the Court to undergo drug testing. Probation works closely with the Court, Community Based Organizations (CBO), and other County departments in the selection of quality onsite drug testing products at the most cost effective price. All agencies involved are in agreement to the use of RTL to guarantee product consistency within the local criminal justice system. RTL has very competitive pricing options and has been found to be customer friendly and responsive. RTL representatives have supplied onsite training for County staff and the CBOs.

**Fiscal and Facilities Impacts:** Budgeted: Yes

**Fiscal Analysis:**

Narrative:

The pricing agreement is well below the cost that would be charged by another vendor, in turn allowing a departmental cost saving that will allow Probation to stay within the budget target for this item. The purchase of testing supplies is factored into the Probation Department budget.

**Staffing Impacts:**

**Legal Positions:**

0.0

**FTEs:**

0.0

**Special Instructions:**

Please return two (2) Certified Minute Orders to Michael Cameron, Fiscal Manager, Probation Department, 117 E. Carrillo Street, Santa Barbara, CA 93101.

**Attachments:**

None

**Authored by:**

Heather Bennett, Probation Manager