



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Sheriff's Office



Date: December 5, 2012
Board Meeting Date: January 8, 2013
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Greg Munks, Sheriff

Subject: Amendment to the agreement with Specimen Specialists of America, Inc.

RECOMMENDATION:

Adopt a Resolution authorizing an amendment to the agreement with Specimen Specialists of America, Inc. for forensic phlebotomy services, increasing the amount by \$163,960 to \$453,960.

BACKGROUND:

In April 2012, a Request for Proposals (RFP) was issued for phlebotomy services. Two vendors submitted proposals and Specimen Specialists of America, Inc. was selected. Timely response, clear procedures associated with chain of custody of evidence, and price per draw were considerations for the selection of Specimen Specialists of America, Inc.

On August 14, 2012, the Board entered into a contract with Specimen Specialists of America, Inc. for forensic phlebotomy services from September 1, 2012 through June 30, 2015 in the amount of \$290,000.

DISCUSSION:

Phlebotomy services provided under the agreement with Specimen Specialists of America, Inc. consist of the collection of blood specimen evidence to be used in the prosecution of driving under the influence and other crimes. This evidence gathering occurs at locations throughout the County as well as at Stanford Medical Center and San Francisco General Hospital.

The initial agreement amount was projected based on the average use of 2,040 draws annually and the flat rate per draw of \$49.85. The agreement mandates strict compliance with blood draw procedures and that the phlebotomists arrive at the blood draw site within 40 minutes of dispatch.

Within the first month of service, it became apparent that there were not sufficient phlebotomists staffed to handle the requests for on-site blood draws during peak hours and days. The Sacramento based Contractor advised the Sheriff's Office that they were having difficulty retaining a sufficient number of phlebotomists to cover the on-site requests throughout the County and neglected to factor in the cost of living difference. The contract requires phlebotomist to be on-call 24 hours a day, 7 days a week, year round. To increase the number of phlebotomist on-call which will allow sufficient coverage for on-site draw requests, the Contractor has proposed an increase to the flat fee for each blood draw. The increase will allow the Contractor to hire additional phlebotomists which will enable the Contractor to allocate the appropriate resources during peak hours and days.

The amendment to the contract will increase the flat rate per draw from \$49.85 to \$78. The increased rate is still 18% less than what the other vendor responding to the RFP had proposed.

The Resolution and amendment have been reviewed and approved by County Counsel as to form.

This amendment contributes to the Shared Vision 2025 outcome of a Healthy Community by assuring timely response to public safety incidents and that evidence is gathered in a timely fashion.

PERFORMANCE MEASURES:

Measures	FY 2011-12 Actual	FY 2012-13 Projected
Blood draws per month	170	170
Percentage of times a phlebotomist is at a designated site within 40 minutes of telephone request	90%	98%

FISCAL IMPACT:

The amendment increases the contract by \$163,960 to a revised contract maximum of \$453,960. The increased amount has been included in the Sheriff's Office FY 2012-13 Budget and will be funded through a combination of existing resources and user fees. The Sheriff's Office invoices most Forensic Laboratory client agencies for requested phlebotomy services.