



County of San Mateo

Inter-Departmental Correspondence

Department: SHERIFF

File #: 18-926

Board Meeting Date: 10/2/2018

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Carlos G. Bolanos, Sheriff

Subject: Amendment to the Agreement with Arcadia Home Care and Staffing

RECOMMENDATION:

Adopt a resolution authorizing an amendment to the agreement with Arcadia Home Care and Staffing, increasing the amount by \$3,405 to an amount not to exceed \$102,405.00 from September 1, 2017 through June 30, 2018.

BACKGROUND:

Arcadia Home Care and Staffing provides on-call/on-site phlebotomy services that are required by law enforcement agencies to gather forensic evidence to aid in the prosecution of individuals accused of a crime. The services provided assist in gathering evidence by withdrawing blood from arrested or incarcerated individuals; individuals involved in a motor vehicle collision who voluntarily wish to have a blood specimen taken; and public safety personnel involved in critical incidents.

DISCUSSION:

In September 2017, the County entered into an agreement (Agreement No. 30000-18-D036) with Arcadia for forensic phlebotomy services in an amount not to exceed \$99,000 and a term commencing September 1, 2017 through June 30, 2018.

Arcadia bills the county on a monthly basis for actual services provided making it difficult to predict the exact amount of the agreement. In June 2018, Arcadia provided services that exceeded the agreement amount of \$99,000. In order to pay the outstanding invoice, the agreement must be amended. Arcadia Home Care and Staffing is no longer the vendor for these services and thus this will be the last invoice received from this vendor.

FISCAL IMPACT:

Amendment one increases the amount of the contract by \$3,405 enabling the Sheriff's Office to pay the final outstanding invoice for the month of June 2018. The services provided to the County by Arcadia are funded by the County, and these services are included in the Sheriff's Office FY 2017-18 Adopted Budget.

