



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** SHERIFF

**File #:** 19-1166

Board Meeting Date: 12/3/2019

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Carlos G. Bolanos, Sheriff

**Subject:** Agreement with Bay Area Phlebotomy & Laboratory Services

**RECOMMENDATION:**

Adopt a resolution authorizing an agreement with Bay Area Phlebotomy & Laboratory Services to provide forensic blood draws for a term of three (3) years from December 1, 2019 through November 30, 2022, in amount not to exceed \$340,000.

**BACKGROUND:**

In the course of law enforcement activities, it is necessary to gather forensic evidence to aid in the prosecution of individuals accused of a crime. Evidence can be gathered in many ways including withdrawing blood from individuals involved in a motor vehicle collision and withdrawing blood from public safety personnel involved in critical incidents such as an officer involved shooting.

**DISCUSSION:**

The Sheriff's Office has contracted with Bay Area Phlebotomy & Laboratory Services for the provision of forensic phlebotomy services since June 2018. The contract with Bay Area Phlebotomy & Laboratory Services is set to expire on November 30, 2019. In preparation of the Agreement expiring, the Sheriff's Office issued a Request for Proposals (RFP) for the provision of forensic phlebotomy services in August 2019. Notice of the RFP was sent to every relevant service provider in the greater Bay Area. Bay Area Phlebotomy & Laboratory Services was the only company to respond to the RFP. A proposal review panel consisting of representatives from the Sheriff's Office Forensic Laboratory and the Sheriff's Office Corrections Division evaluated the proposal and determined Bay Area PL Services was highly qualified and capable of providing forensic phlebotomy services for a three year term.

Phlebotomy services to be provided under this agreement will consist of the collection of blood specimen evidence to be used in the prosecution of individuals accused of driving under the influence and other crimes. This evidence gathering occurs at locations throughout the County as well as Stanford Medical Center and San Francisco General Hospital.

The average monthly usage is approximately 110 draws at a flat rate of \$94.50. The Agreement will mandate strict compliance with blood draw procedures and response times. The Agreement will further mandate compliance with subpoenas and providing testimony at no additional charge.

The Contractor has assured compliance with the contract provisions that are required by County ordinance and administrative memoranda, including but not limited to insurance, hold harmless, non-discrimination, and equal benefits.

The resolution and Agreement have been reviewed and approved as to form by County Counsel.

**PERFORMANCE MEASURE:**

Measures	FY 2018-19 Actual	FY 2019-20 Projected
Annual Blood Draws	1,272	1,310

**FISCAL IMPACT:**

The Agreement is for a three year term commencing December 1, 2019 through November 30, 2022 for an amount not to exceed \$340,000 which has been included in the Sheriff's Office FY 2019-20 Adopted Budget.

The cost of these services is shared between the Sheriff's Office and the Crime Lab's client agencies.