CHIEF ADMINISTRATIVE OFFICE

Procurement and Contracts Division

Date Received

NON-COMPETITIVE PURCHASE REQUEST JUSTIFICATION

Required for all (non-emergency) sole source acquisitions in excess of \$5,000.00 and sole source service requests in excess of \$100,000.00.

This justification document consists of three (3) pages. All information must be provided and all questions must be answered. **Department Head approval is required.**

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Department:			Org Code:			
25-Probation						
Contact Name:			Subobject:		User Code:	
Jackie S. Cook ja	ackie.cook@edcgov.us	S				
Telephone:			Fax:			
530-621-5588						
	Da evile	ad Committee /	Vandau Infama 4			
Vander / Supplier Na		ea Supplier /	Vendor / Supplie			
Vendor / Supplier Name: Redwood Toxicology, vendor #588			Vendor / Supplier Address: 3650 Westwind Blvd			
Contact Name:	gy, vendor #500		OCCO WCCMING	a Biva		
Courtney Carbaugh			Santa Rosa CA 95403			
Estimated Purchase Price/Contract Amount:			Vendor / Supplier Email Address:			
\$160,000.00			courtney.carbaugh@abbott.com			
			Fax:			
Telephone: (707) 577-7959			1 44.			
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	Brian Richart		by Brian Richart			
Department Head:	Signature	Date: 2024.08.0	02 14:07:28 -07'00'			
	Michele Weimer	10	/04/2024			
Purchasing Agent:	Michele Weimer (Oct 4, 2024 10:35 PDT) Signature	10/	04/2024			
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Board of Supervisors						
Date: TBD			Assigned To:			
Item: TBD			Date:			

 Why is the acquisition restricted to this goods/services supplier? (Explain why the acquisition cannot be competitively sourced. Explain how the supplier is the only source for the acquisition.)
Probation has software interfaces with vendor to submit confirmation tests and receive those results directly into Probation's case management system and case decision software.
Provide the background of events leading to this acquisition.
County Departments, including Probation, have been using vendor for many years for drug and alcohol testing. Probation's current agreement #6296 has a term date of May 17, 2022, through May 16, 2025.
3. Describe the uniqueness of the acquisition. (Why was the goods/services supplier chosen?)
County Departments, including Probation, have been using vendor for many years for drug and alcohol testing. Vendor provides all drug and alcohol testing, including presumptive testing (test cups with panels on them), and integration with other Probation systems.
What are the consequences of not purchasing the goods/services or contracting with the proposed supplier?
Probation would have to update current systems to integrate with a new vendor, requiring time, learning curve, and additional cost. Some vendors require individuals testing positive to perform additional testing at a separate testing lab.

A. The good/service requested is restricted to one supplier for the reason stated below:

5. What market research was conducted to substantiate no competition, including the evaluation of other items or service providers? (Provide a narrative of your efforts to identify other similar or appropriate goods/services, including a summary of how the department concluded that such alternatives are either inappropriate or unavailable. The name and addresses of suppliers contacted and the reasons for not considering them must be included OR an explanation of why the survey or effort to identify other goods/services was not performed.)

County Procurement & Contracts contracted with Avertest, beginning in 2021, for similar services. Probation inquired with their case management software vendor in 2021 regarding integrations with Averhealth, and determined that it would be too costly at that time for integration. Note no departments used Averhealth for any services during the term of Averhealth's contract, and other County departments, like Probation, have entered into new contracts with Redwood.

With current vendor, clients do not need to go directly to a testing lab unless they have a presumptive positive test. This, in itself, provides cost savings.

B. Price Analysis:

1. How was the price offered determined to be fair and reasonable? (Explain what basis was used for comparison and include cost analysis as applicable.)

County Procurement & Contracts contracted with vendor Avertest, beginning in 2021, for similar services. Probation inquired with their case management software vendor in 2021 regarding integrations with Averhealth, and determined that it would be too costly at that time for integration.

With current vendor, clients do not need to go directly to a testing lab unless they have a presumptive positive test. This provides cost savings.

Describe any cost savings or avoidance realized (one-time or ongoing) by acquiring the goods/services from this supplier.

A new vendor would require implementation, policy, and process changes.