

County of Santa Clara
Social Services Agency
Department of Development & Operational Planning
Office of Contracts Management



SSA01 062409

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Development & Operational Planning

DATE: June 24, 2009

TO: Board of Supervisors

FROM: 
Will Lightbourne
Agency Director, Social Services Agency

SUBJECT: Approve Delegation of Authority to Amend the Technical Resource Management dba Norchem Drug Testing Agreement

RECOMMENDED ACTION

Approve delegation of authority to the Director of the Social Services Agency, or designee, to extend, amend and terminate the existing Agreement with Technical Resource Management (dba Norchem Drug Testing) relating to providing drug testing services in an amount not to exceed \$125,000 for period July 1, 2009 through September 30, 2009 following approval by County Counsel as to form and legality, and approval by the Office of the County Executive. Delegation of authority shall expire on September 30, 2009.

FISCAL IMPLICATIONS

There is no impact to the County General Fund as a result of the Recommended Action. The cost for this contract is included in the Agency's FY 2010 Recommended Budget.

CONTRACT HISTORY

Technical Resource Management (dba Norchem Drug Testing) (Norchem) was selected through a Request for Proposals (RFP) process released in August 2006 to provide drug testing services to Department of Family and Children's Services clients who are court-ordered not to abuse substances as a condition of regaining custody of their children. Norchem has satisfactorily performed the services outlined in the contract.

REASONS FOR RECOMMENDATION

The Social Services Agency is requesting the Board of Supervisors approve delegation of authority to the Director of the Social Services Agency until September 30, 2009 in order to extend the current contract. The current delegation of authority expires on June 30, 2009. The Social Services Agency will be conducting a formal procurement process during the three month extension.

BACKGROUND

The Social Services Agency, Department of Family and Children's Services (DFCS) has provided drug testing services for clients who are court-ordered not to abuse substances as a condition of regaining custody of their children. Norchem provides DFCS with a comprehensive sample collection and testing service that includes: the leading technology available in forensic urine drug testing, coordination of multiple collection sites throughout the county and nationwide, 24 -hour web-based online access to test results, customized reporting tools, and expert witness and affidavit testimony.

CONSEQUENCES OF NEGATIVE ACTION

The Social Services Agency will be unable to provide court-ordered substance abuse testing services while the Agency conducts a formal procurement process.

STEPS FOLLOWING APPROVAL

The clerk of the Board will follow the usual steps for a transmittal of this type. The Social Services Agency Director, or designee, will amend the current Agreement with NorChem extending the end date to September 30, 2009 and will forward a copy to the Clerk of the Board within 30 days of the execution of the Agreement.