



## Travis County Commissioners Court Agenda Request

**Meeting Date:** March 13, 2012

**Prepared By/Phone Number:** Nancy Barchus, 512-854-9764

**Elected/Appointed Official/Dept. Head:** Cyd Grimes

**Commissioners Court Sponsor:** Judge Biscoe

### **APPROVE MODIFICATION NO. 1 TO CONTRACT NO. 11T00264NB, REDWOOD TOXICOLOGY LABORATORY INC., FOR DRUG TEST KITS.**

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.

Contract No. 11T00264NB was originally awarded by the court on August 2, 2011. The bid was awarded by line item and awards were made to three vendors, Redwood Toxicology Laboratory, US Diagnostics and Express Diagnostics International, Inc.

Modification No. 1 will add a 6 panel integrated test cup with adulterant strip and a 10 panel integrated test cup with adulterant strip.

Quotes were solicited for the additional test cups from the awarded contractors. Redwood Toxicology Laboratory, Inc. provided the lowest bid.

- **Contract Expenditures:** Within the last 6 months \$1,140.00 has been spent against this contract.

- **Contract Modification Information:**

Modification Amount: N/A

Modification Type: Add Like Items

Modification Period: March 13, 2012 through August 5, 2012

**Comments:**

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, [Cheryl.Aker@co.travis.tx.us](mailto:Cheryl.Aker@co.travis.tx.us) by Tuesdays at 5:00 p.m. for the next week's meeting.

➤ **Funding Information:**

Purchase Requisition in H.T.E.: N/A

Funding Account(s): 001-4530-593-3053, 627-4514-593-3053,  
059-2430-546-3053

Comments:

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, [Cheryl.Aker@co.travis.tx.us](mailto:Cheryl.Aker@co.travis.tx.us) by **Tuesdays at 5:00 p.m.** for the next week's meeting.

<b>ISSUED BY:</b> PURCHASING OFFICE 700 LAVAC, SUITE 800 AUSTIN, TX 78701	<b>PURCHASING AGENT ASST:</b> Nancy Barchus TEL. NO: (512) 854-9700 FAX NO: (512) 854-4211	<b>DATE PREPARED:</b> January 17, 2012
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<b>ISSUED TO:</b> <b>Redwood Toxicology Laboratory Inc.</b> <b>Attn: Sonja McIntosh</b> <b>Sales Operations Manager</b> <b>3650 Westwind Boulevard</b> <b>Santa Rosa, CA 95403</b>	<b>MODIFICATION NO.:</b> 1	<b>EXECUTED DATE OF ORIGINAL CONTRACT:</b> August 2, 2011
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**ORIGINAL CONTRACT TERM DATES:** August 6, 2011 through August 5, 2012      **CURRENT CONTRACT TERM DATES:** August 6, 2011 through August 5, 2012

**FOR TRAVIS COUNTY INTERNAL USE ONLY:**  
Original Contract Amount: Estimated Requirements      Current Modified Amount: Estimated Requirements

**DESCRIPTION OF CHANGES:** Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.

The purpose of this modification is to add the following, estimated quantity, like item products to the list of items available on contract.

Item	Part No.	Unit of Measure	Unit Cost
6 Panel Integrated Drug Test Cup Including Adulterant Test Strips Item Number: 011020029 011021910		ea	\$2.08
I-Cup 10-Panel Testing Cups COC/THC/OP/AMP/M-AMP /BZO/BAR/OXY/MTD/PPX W/Adulterant Item Number: 011022074		ea	\$5.60

**Note to Vendor:**  
 Complete and execute (sign) your portion of the signature block section below for all copies and return all signed copies to Travis County.  
 DO NOT execute and return to Travis County. Retain for your records.

<b>LEGAL BUSINESS NAME:</b> <u>Redwood Toxicology Laboratory, Inc.</u>  BY: <u><i>Sonja McIntosh</i></u> SIGNATURE  BY: <u>Sonja McIntosh</u> PRINT NAME  TITLE: <u>Sales Operations Manager</u> ITS DULY AUTHORIZED AGENT	<input type="checkbox"/> DBA <input checked="" type="checkbox"/> CORPORATION <input type="checkbox"/> OTHER  DATE: January 30, 2012
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TRAVIS COUNTY, TEXAS  BY: _____ CYD V. GRIMES, C.P.M., TRAVIS COUNTY PURCHASING AGENT	DATE: _____
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TRAVIS COUNTY, TEXAS  BY: _____ SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE	DATE: _____
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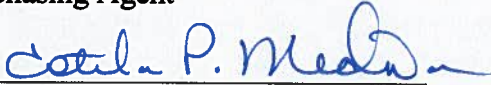


# TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

**ESTELA P. MEDINA**  
Chief Juvenile Probation Officer

ADMINISTRATIVE SERVICES  
COURT SERVICES  
DETENTION SERVICES  
PROBATION SERVICES  
RESIDENTIAL SERVICES  
SUBSTANCE ABUSE SERVICES  
DOMESTIC RELATIONS OFFICE  
JUVENILE JUSTICE  
ALTERNATIVE EDUCATION  
PROGRAM

**TO:** Cyd Grimes  
Purchasing Agent

**FROM:**   
Estela P. Medina  
Chief Juvenile Probation Officer

**DATE:** February 21, 2012

**RE:** Modification Redwood Toxicology Laboratory contract 11T00264NB for Alcohol and Drug Testing

The Travis County Juvenile Probation is requesting a contract modification to add the 6 panel integrated drug test cup (including adulterant test strips) to the existing Redwood contract.

The following details the Commodity/Sub-Commodity codes and funding information.

<b>Commodity/Sub-Commodity Codes</b>	<b>193 / 048</b>
<b>Account Number</b>	<b>001-4530-593-3053</b>
<b>Account Number</b>	<b>627-4514-593-3053, project M12627</b>

If you need additional information in order to proceed, please do not hesitate to contact me.

cc: Barbara Swift  
Emmitt Hayes  
Sylvia Mendoza

EPM: sm

**RECEIVED**

FEB 22 2012

TRAVIS COUNTY  
PURCHASING OFFICE



TRAVIS COUNTY  
DISTRICT AND COUNTY  
CRIMINAL COURTS

DEBRA HALE  
DIRECTOR OF COURT  
MANAGEMENT



BLACKWELL-THURMAN  
CRIMINAL JUSTICE CENTER  
P. O. BOX 1748  
AUSTIN, TX. 78767  
(512) 854-9244  
FAX: (512) 854-4464

DATE: January 31, 2012

TO: Cyd Grimes  
Purchasing Agent

FROM: Debra Hale  
Debra Hale  
Director of Court Management

RE: Redwood Toxicology Laboratory Inc. Contract (Contract Number 11T00264NB)  
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The Travis County Criminal Court Department would like to modify its contract with Redwood Toxicology Laboratory Inc. to add:

<u>Item</u>	<u>Unit of Measure</u>	<u>Unit Cost</u>
I-Cup 10-Panel Testing Cups COC/THC/OP/AMP/M-AMP /BZO/BAR/OXY/MTD/PPX W/Adulterant	ea	\$5.60

If you need additional information in order to proceed, please do not hesitate to call me.

Fiscal Year . . . . . :	2012
Account number . . . . . :	1-4530-593.30-53
Fund . . . . . :	001 GENERAL FUND
Department . . . . . :	45 JUVENILE PROBATION
Division . . . . . :	30 PROBATION SERVICES
Basic activity . . . . . :	59 JUSTICE SYSTM (JUV SRVCS)
Sub activity . . . . . :	3 JUVENILE PROBATION
Element . . . . . :	30 OPER SUPP, REPR PRTS,& EQ
Object . . . . . :	53 LABORATORY EQUIP & SUPP
Budget . . . . . :	34,400
Encumbered amount . . . . . :	.00
Pre-encumbered amount . . . . . :	.00
Expenditures . . . . . :	7,087.50
Total expenditures . . . . . :	7,087.50
Balance . . . . . :	27,312.50

Press Enter to continue.

F3=Exit    F12=Cancel

Fiscal Year . . . . .	:	2012
Account number . . . . .	:	627-4514-593.30-53
Fund . . . . .	:	627 TC Juv Treatment Drg Crts
Department . . . . .	:	45 JUVENILE PROBATION
Division . . . . .	:	14 ASSESSMENT & RESOURCES
Basic activity . . . . .	:	59 JUSTICE SYSTM (JUV SRVCS)
Sub activity . . . . .	:	3 JUVENILE PROBATION
Element . . . . .	:	30 OPER SUPP, REPR PRTS,& EQ
Object . . . . .	:	53 LABORATORY EQUIP & SUPP
Budget . . . . .	:	24,900
Encumbered amount . . . . .	:	.00
Pre-encumbered amount . . . . .	:	.00
Expenditures . . . . .	:	900.00
Total expenditures . . . . .	:	900.00
Balance . . . . .	:	24,000.00

Press Enter to continue.

F3=Exit    F12=Cancel

TRAVIS COUNTY  
Account Balance Inquiry

Fiscal Year . . . . . :	2012
Account number . . . . . :	59-2430-546.30-53
Fund . . . . . :	059 DRUG COURT PROGRAM
Department . . . . . :	24 CRIMINAL COURTS
Division . . . . . :	30 DRUG COURT PROGRAM
Basic activity . . . . . :	54 JUSTICE SYSTEM
Sub activity . . . . . :	6 CRIMINAL JUSTICE
Element . . . . . :	30 OPER SUPP, REPR PRTS,& EQ
Object . . . . . :	53 LABORATORY EQUIP & SUPP
Budget . . . . . :	3,279
Encumbered amount . . . . . :	.00
Pre-encumbered amount . . . . . :	.00
Expenditures . . . . . :	3,220.00
Total expenditures . . . . . :	3,220.00
Balance . . . . . :	59.00

Press Enter to continue.

F3=Exit    F12=Cancel