AUG 07 2018

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office: Res/God No.: 19952

Sponsor(s): Crystal Williams
Date: August 13, 2018

SUBJECT	Action Requested Resolution								
	Ordinance								
	Project/Title: Awarding a Twenty-Four Month Term and Supply Contract, with Two Twelve Month Options to Extend, for the furnishing of Forensic Toxicology Services for the Medical Examiner's Office to Axis Forensic Toxicology of Indianapolis, Indiana under the terms and conditions of Request for Proposal No. 27-18.								
BUDGET	27-18.								
INFORMATION	Amount authorized by this legislation this fiscal year:								
To be completed	Amount previously authorized this fiscal year:								
By Requesting Department and	Total amount authorized after this legislative action:								
Finance	Amount budgeted for this item * (including transfers):								
	Source of funding (name of fund) and account code number:								
	* If account includes additional funds for other expenses, total budgeted in the account is: \$ OTHER FINANCIAL INFORMATION:								
	No hudget impact (no fiscal note required)								
	☐ No budget impact (no fiscal note required) ☐ Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:								
	Department: Medical Examiner's Office Estimated Use: \$400,000								
	Requesting approval by the Legislature of the Term and Supply Contract; the funds were already appropriated								
	through the annual budget adoption. Estimated use figures are for informational purposes only. The Department								
	will use 002-2001- 56847 – Health Fund, Medical Examiner, Lab Fees for this Term and Supply Contract.								
	Prior Year Budget (if applicable): Prior Year Actual Amount Spent (if applicable):								
PRIOR	Prior ordinances and (date):								
LEGISLATION	Prior resolutions and (date): 18775, March 30, 2015								
CONTACT INFORMATION	RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Administrator, 881-3253								
REQUEST	KLA draited by (iii	ame, title, & phone): Barbara Casame	ento, Purchasing A	dministrator, 881-3	3253			
SUMMARY	The Medical Examiner's Office requires a Term and Supply Contract for Forensic Toxicology Services; the								
	services provided by this contract assist the Medical Examiner in determining the cause and manner of death in								
	all cases handled by their Office. The Purchasing Department issued Request for Proposal No. 27-18 to meet								
	these requirements.								
	A total of ten notifications were distributed and four responses were received and evaluated as follows:								
	and evaluated as follows:								
	Respondent and	Responsiveness	Qualifications	References	Pricing 35%	Total			
	Location	5%	& Experience	30%					
	Axis Forensic		30%						
	Toxicology								
	Indianapolis IN	5	29	28	31	93			
	St. Louis				31	75			
	University		1× 1×						
	St. Louis MO	4	23	22	31	80			
	NMS Willowgrove								
	Willowgrove PA	5	29	29	27				
	Alere		27	29	27	90			
	Santa Rosa CA	5	28	26	31	90			

		Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Twenty Four Month Term and Supply Contract, with Two Twelve Month Options to Extend, for the furnishing of Forensic Toxicology Services for the Jackson County, Missouri Medical Examiner's Office be awarded to Axis Forensic Toxicology of Indianapolis, Indiana as the lowest and best proposal received under the terms and conditions of Request for Proposal No. 27-18. This award is made on an "as needed" basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases is subject to annual appropriations.							
CLEA	RANCE								
		☐ Business License V ☐ Chapter 6 Complian	pleted (Purchasing & Department) Nerified (Purchasing & Department) Nace - Affirmative Action/Prevailing W	I/A	ffice)				
	PLIANCE		e are no goals assigned to this Contrac						
ATTA	CHMENTS	The Abstract of Bids Repertinent pages of Axis	ceived, Award Recommendation from	m Dr. Diane Peterson, Med	dical Examiner and the				
REVII	EW	Department Director:	Diane Bituson	MO	Date: 08/01/2018				
		Finance (Budget Appro- If applicable	val		Date: 8/2/18				
		Division Manager:	Vim Med.		Date: 0-7 / (
		County Counselor's Off	ice:		Date:				
Fiscal	Informatio	n (to be verified by B	Budget Office in Finance Depar	tment)					
	This expend	liture was included in the	annual budget.						
	Funds for th	Funds for this were encumbered from the Fund in							
	There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.								
	Funds sufficient for this expenditure will be/were appropriated by Ordinance #								
	Funds sufficient for this appropriation are available from the source indicated below.								
	Account Number:		Account Title: Amount Not to Exceed:						
	T.								
×	This award if	s made on a need basis as	nd does not obligate Jackson County accessity, be determined as each using	to pay any specific amour	at. The availability of				
			et the County financially and does not		approval.				