



Fulton County Board of Commissioners
Agenda Item Summary

18-1015

BOC Meeting Date
 12/19/2018

Requesting Agency
 Medical Examiner

Commission Districts Affected
 All Districts

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*
 Request approval of lowest responsible bidder – Medical Examiner's Office, 181TB114491C-BKJ - Forensic Postmortem Toxicology Testing in the amount of \$96,150.00 with Phoenix Laboratory, LLC (Indianapolis, IN) to provide toxicology testing services effective January 1, 2019 through December 31, 2019, with two renewal options.

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*
 In accordance with Purchasing Code Section 102-373, all competitive sealed bids of more than \$49,999.99 shall be forwarded to the Board of Commissioners for approval.

Is this Item related to a Strategic Priority Area? *(If yes, note strategic priority area below)*
 Yes All People are safe

Is this a purchasing item?
 Yes

Summary & Background *(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)*

Scope of Work: Phoenix Laboratory, LLC, to provide Postmortem Toxicology Testing Services for the Medical Examiner's Office. Timely toxicology testing and comprehensive reporting of results are essential functions of death investigation in determining the cause and manner of death in support of federal and law enforcement agencies, the court system, next-of-kin, and the citizens of Fulton County. Phoenix Laboratory, LLC, shall provide forensic postmortem toxicology testing of fluids (vitreous), blood, tissue, and urine samples for the Medical Examiner Office on an as needed basis.

Community Impact: None

Department Recommendation: The Medical Examiner's Office recommends award of contract to Phoenix Laboratory, LLC to provide Forensic Postmortem Toxicology Testing.

Project Implications: Coordinate criminal justice through a unified, collaborative approach with courts, public safety, and community partners by providing information, evidence and expert opinions to law enforcement agencies and the court system in cases of deaths resulting from criminal acts.

Community Issues/Concerns: None

Department Issues/Concerns: None

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker	Phone 404-612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

18-1015

Continued

History of BOC Agenda Item: New Procurement

Contract Compliance Information

(Provide Contractor and Subcontractor details.)

Contract Value: \$96,150.00
Prime Vendor: **Phoenix Laboratories, LLC**
Prime Status: **White Female Business Enterprise - Non Certified**
Location: Indianapolis, IN
County: Marion County
Prime Value: \$86,535.00 or 90.00%

Subcontractor: **Mercedes Medical**
Subcontractor Status: **White Female Business Enterprise – Non Certified**
Location: Sarasota, FL
County: Sarasota County
Contract Value: \$9,615.00 or 10.00%

Total Contract Value: **\$96,150.00 or 100.00%**
Total M/FBE Value: **\$96,150.00 or 100.00%**

Solicitation Information	NON-MFBE	MBE	FBE	TOTAL
No. Bid Notices Sent:	14	0	0	14
No. Bids Received:	3	0	0	3
Total Contract Value	\$96,150.00 or 100.00			
Total M/FBE Values	\$96,150.00 or 100.00			
Total Prime Value	\$86,535.00 or 90.00%			
Fiscal Impact / Funding Source	<i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i>			
(100 340 3400 1160) Pending 2019 budget approval				
Exhibits Attached	<i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i>			
Exhibit 1: Bid Tabulation Sheet				
Exhibit 2: Contractor Performance Report				
Source of Additional Information	<i>(Type Name, Title, Agency and Phone)</i>			
Karleshia Bentley, Medical Examiner's Office, 404-613-4406				

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker	Phone 404-612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

Procurement

Contract Attached: No	Previous Contracts: No		
Solicitation Number: 181TB114491C-BKJ	Submitting Agency: Medical Examiner	Staff Contact: Karleshia Bentley	Contact Phone: 404-613-4406

Description: Forensic Postmortem Toxicology Testing

FINANCIAL SUMMARY

Total Contract Value:		MBE/FBE Participation:	
Original Approved Amount: .		Amount: .	%: .
Previous Adjustments: .		Amount: .	%: .
This Request: \$96,150.00		Amount: \$96,150.00 or 100.00% .	
TOTAL: \$96,150.00		Amount: .	%: .

Grant Information Summary:

Amount Requested: .	<input type="checkbox"/>	Cash
Match Required: .	<input type="checkbox"/>	In-Kind
Start Date: .	<input type="checkbox"/>	Approval to Award
End Date: .	<input type="checkbox"/>	Apply & Accept
Match Account \$: .		

Funding Line 1: 100 340 3400 1160	Funding Line 2: .	Funding Line 3: .	Funding Line 4: .
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KEY CONTRACT TERMS

Start Date: 01/01/2019	End Date: 12/31/2019
Cost Adjustment: .	Renewal/Extension Terms: .

ROUTING & APPROVALS
(Do not edit below this line)

X	Originating Department:	Gorniak, Jan	Date: 10/11/2018
X	County Attorney:	Palmer, Ashley	Date: 12/4/2018
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 12/5/2018
X	Finance/Budget Analyst/Grants Admin:	Walker, Catherine	Date: 10/12/2018
.	Grants Management:	.	Date: .
X	County Manager:	Anderson, Dick	Date: 12/5/2018

BID TABULATION SHEET														
BID NUMBER#: 18ITB114491C-BKJ				OPENING DATE: 9/11/2018				PAGE NUMBER: 1 of 1						
BID DESCRIPTION: Forensic Postmortem Toxicology Testing				REQUESTING DEPARTMENT: Medical Examiners Office				CONTACT: Karleshia Bentley						
VENDOR CODE			VENDOR CODE			VENDOR CODE								
VENDOR NAME			VENDOR NAME			VENDOR NAME								
Phoenix Laboratories, LLC			Quality Forensic Toxicology			NMS Labs								
ADDRESS			ADDRESS			ADDRESS								
910 North Delaware Street, Indianapolis, IN 46202			4726 Shavano Oak, Suite 105, San Antonio, TX 78249			3701 Welsh Road, Willow Grove, PA 19090								
TELEPHONE:			TELEPHONE:			TELEPHONE:								
317-507-2848			210-463-9191			215-657-4900								
CONTACT:			CONTACT:			CONTACT:								
Andrea Terrell			John McFadden			Thomas Meaker								
No	Product	Estimated Quantity	Per Unit Cost	TOTAL COST	Estimated Quantity	Per Unit Cost	TOTAL COST	Estimated Quantity	Per Unit Cost	TOTAL COST				
1	Postmortem Toxicology- Basic, Blood (Forensic)	100	\$130.00	\$13,000.00	100	\$125.00	\$12,500.00	100	\$149.00	\$14,900.00				
2	Postmortem Toxicology- Basic, Fluid (Forensic)	20	\$160.00	\$3,200.00	20	\$200.00	\$4,000.00	20	\$307.00	\$6,140.00				
3	Postmortem Toxicology- Basic, Tissue (Forensic)	10	\$190.00	\$1,900.00	10	\$250.00	\$2,500.00	10	\$362.00	\$3,620.00				
4	Postmortem Toxicology- Basic, Urine (Forensic)	10	\$85.00	\$850.00	10	\$120.00	\$1,200.00	10	\$149.00	\$1,490.00				
5	Postmortem Toxicology- Expanded, Blood	350	\$195.00	\$68,250.00	350	\$190.00	\$66,500.00	350	\$220.00	\$77,000.00				
6	Postmortem Toxicology- Expanded, Fluid	20	\$225.00	\$4,500.00	20	\$400.00	\$8,000.00	20	\$483.00	\$9,660.00				
7	Postmortem Toxicology- Expanded, Tissue	10	\$255.00	\$2,550.00	10	\$450.00	\$4,500.00	10	\$539.00	\$5,390.00				
8	Postmortem Toxicology- Expanded, Urine	10	\$115.00	\$1,150.00	10	\$175.00	\$1,750.00	10	\$220.00	\$2,200.00				
9	Alcohol Panel, Fluid	10	\$45.00	\$450.00	10	\$75.00	\$750.00	10	\$90.00	\$900.00				
10	Carbon Monoxide Exposure Biouptake Screen, Blood	1	\$180.00	\$180.00	1	\$50.00	\$50.00	1	\$62.00	\$62.00				
11	Electrolytes and Glucose Panel (Vitrous)	1	\$120.00	\$120.00	1	\$50.00	\$50.00	1	\$83.00	\$83.00				
TOTAL COST				\$96,150.00	TOTAL COST				\$101,800.00	TOTAL COST				\$121,445.00
BIDS MAILED			NO RESPONSE:								DATE RECEIVED:			
BIDS RECEIVED:		3	NO-BIDS:				CONTACT: Brian Jones, APA, Team C				DATE COMPLETED:			



INTEROFFICE MEMORANDUM

Ellis G. Kirby, LEED AP, CEM, CEFP, Deputy Chief Operation Officer for Infrastructure

Department of Real Estate and Asset Management

Phone: (404) 612-5919

Fax: (404) 612-1766

TO: Felicia Strong-Whittaker, Director
Purchasing and Contract Compliance

FROM: Dr. Jan Gorniak, Chief Medical Examiner

DATE: October 11, 2018

SUBJECT: Contractor's Performance Report – Phoenix Laboratory, LLC

The Contractor listed below to our knowledge has never provided any professional goods or services to Fulton County Medical Examiner's Office.

PROJECT: Forensic Postmortem Toxicology Testing

PROJECT NO.: #181TB114491C-BKJ

CONTRACTOR: Phoenix Laboratory, LLC
910 N Delaware St
Indianapolis, IN 46202

POC: Mrs. Andrea Terrell

PHONE: (317) 507-2848

If you have any questions, please contact Karleshia Bentley at (404) 613-4406.

cc: File

JMG: krb