



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: December 11, 2018

DATE: Thursday, December 06, 2018
TO: Board of County Commissioners
FROM: Kerri Heward, Director, Forensic Science Division
(775) 328-2803, kheward@washoecounty.us
THROUGH: Sheriff Chuck Allen
SUBJECT: Approve the Forensic Support Services Agreement between Washoe County on behalf of Washoe County Sheriff's Office and Reno Tahoe Airport Authority for Forensic Laboratory Analysis Service fees for the retroactive term of July 1, 2018 to June 30, 2019 with a total income of [\$1,945.00]. (All Commission Districts)

SUMMARY

Washoe County via Washoe County Sheriff's Office Forensic Science Division provides Forensic Science Services to various Law Enforcement Agencies. The contract fees are based on a percentage of usage by each individual agency and cover the cost of services provided under the scope of work.

Washoe County Strategic Objective supported by this item: Safe, Secure and Healthy Communities.

PREVIOUS ACTION

The Board approved similar contracts on June 26, 2018 and July 24, 2018.

BACKGROUND

The Washoe County Sheriff's Office provides forensic services to Federal, State, and Local agencies throughout northern Nevada via a service contract. Services covered include all in-house laboratory analysis as outlined Exhibit B excluding field investigation. Fees are based upon the type of contract selected by the agencies and cover the cost of services.

Agencies not wishing to contract with the Washoe County Sheriff's Office for forensic services will be billed for services requested at an hourly rate, as has been outlined to all of the laboratory's user agencies. Toxicology services are not a part of the standard contracts and agencies are billed separately for toxicology analysis.

AGENDA ITEM # _____

The reason for retroactive approval: contract was submitted to the first available BCC meeting once documents were received from Reno Tahoe Airport Authority and processed.

FISCAL IMPACT

The revenues from this contract will be deposited into General Ledger Account 150650-460162 in the amount of \$1,945.00. The revenue and related expenditure authority were built in to the approved Washoe County FY 2019 budget.

RECOMMENDATION

It is recommended that the Board of County Commissioners approve the Forensic Support Services Agreement between Washoe County on behalf of Washoe County Sheriff's Office and Reno Tahoe Airport Authority for Forensic Laboratory Analysis Service fees for the retroactive term of July 1, 2018 to June 30, 2019 with a total income of [\$1,945.00]. (All Commission Districts).

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: Move to approve the Forensic Support Services Agreement between Washoe County on behalf of Washoe County Sheriff's Office and Reno Tahoe Airport Authority for Forensic Laboratory Analysis Service fees for the retroactive term of July 1, 2018 to June 30, 2019 with a total income of [\$1,945.00]