



# WASHOE COUNTY

Integrity Communication Service

[www.washoecounty.us](http://www.washoecounty.us)

## STAFF REPORT

BOARD MEETING DATE: July 24, 2018

**DATE:** Wednesday, July 18, 2018

**TO:** Board of County Commissioners

**FROM:** Kerri Heward, Director, Forensic Science Division  
(775) 328-2803, [kheward@washoecounty.us](mailto:kheward@washoecounty.us)

**THROUGH:** Sheriff Chuck Allen

**SUBJECT:** Recommendation to approve the Forensic Support Services Agreements between Washoe County on behalf of Washoe County Sheriff's Office and various Local Law Enforcement Agencies: Board of Regents-UNR \$19,964; Carlin Police Department \$6,771; Carson City Sheriff's Office \$108,329; Fallon Police Department \$32,160; Lyon Co Sheriff's Office \$126,731; and West Wendover Police Department \$29,513 for Forensic Laboratory Analysis Service fees for the retroactive term of July 1, 2018 to June 30, 2019 with a total income of [\$323,468.00]. (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 a similar contract on June 26, 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 in Exhibit A including field investigation or 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

**AGENDA ITEM # \_\_\_\_\_**

of the laboratory's user agencies. Toxicology services are not a part of the standard contracts and agencies are billed separately for toxicology analysis. Reason for retroactive approval: contracts were submitted to the first available BCC meeting once documents were received from the various agencies and processed.

The attached contracts cover the following agencies for the fiscal year 18-19:

Board Of Regents UNR	\$19,964.00
Carlin Police Department	\$6,771.00
Carson City Sheriff's Office	\$108,329.00
Fallon Police Department	\$32,160.00
Lyon Co Sheriff's Office	\$126,731.00
W Wendover Police Department	\$29,513.00
<b>TOTAL</b>	<b>\$323,468.00</b>

### **FISCAL IMPACT**

The revenues from these contracts will be deposited into General Ledger Account 150650-460162 in the amount of \$323,468.00. 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 Agreements between Washoe County on behalf of Washoe County Sheriff's Office and various Local Law Enforcement Agencies: Board of Regents-UNR \$19,964; Carlin Police Department \$6,771; Carson City Sheriff's Office \$108,329; Fallon Police Department \$32,160; Lyon Co Sheriff's Office \$126,731; and West Wendover Police Department \$29,513 for Forensic Laboratory Analysis Service fees for the retroactive term of July 1, 2018 to June 30, 2019 with a total income of [\$323,468.00].

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: Move to approve the Forensic Support Services Agreements between Washoe County on behalf of Washoe County Sheriff's Office and various Local Law Enforcement Agencies: Board of Regents-UNR \$19,964; Carlin Police Department \$6,771; Carson City Sheriff's Office \$108,329; Fallon Police Department \$32,160; Lyon Co Sheriff's Office \$126,731; and West Wendover Police Department \$29,513 for Forensic Laboratory Analysis Service fees for the retroactive term of July 1, 2018 to June 30, 2019 with a total income of [\$323,468.00].