***Submit completed worksheet to:***

*Siskiyou County Clerk, 311 Fourth St., Rm 201, Yreka, CA 96097*

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** |  | **Meeting Date:** | **10/1/24** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Courtney Greenley/Sheriff** | **Phone:** | **530-842-8383** |
| **Address:** | **305 Butte Street, Yreka, CA 96097** |
| **Person Appearing/Title:** | **Jeremiah LaRue, Sheriff-Coroner** |
| **Subject/Summary of Issue:** |
| The Sheriff's Office would like to extend the term of the contract with National Medical Services labs, Inc dba NMS Labs for professional services pursuant to toxicology analysis related to Coroner's cases and other investigations. This is a rate contract and will be billed in alignment with Exhibits "A" and "B". This contract period covers July 1st, 2024 through June 30th, 2025 at the request of the vendor. |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | $.01 |  |  |  |  |
| Fund:  | 1002 |  | Description: | Sheriff | Org.: | 202010 | Description: | Sheriff |
| Account: | 723000 |  | Description: | Prof Servies |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: |       |
|       |
| **Recommended Motion:** |
| Approve the first addendum for services between National Medical Services Labs, Inc. and the Siskiyou County Sheriff's Office for toxicology analysis for the period of July 1st, 2024 through June 30th, 2025. Authorize the Chair to sign the addendum and allow the Auditor to make appropriations. |
| **Reviewed as recommended by policy:** |  | ***Special Requests*:** |
| County Counsel |       |  |  |
|  |  |  | *Certified Minute Order(s)* |       | *Quantity:* |       |
| Auditor |       |  |  |  |  |  |
|  |  |  |  |  |  |
| Personnel |       |  | *Other:* |       |
| CAO |       |  |       |

***NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 10:00 a.m. on the Monday the week prior to the Board Meeting.*** Revised 8/09/2021