

ALAMEDA COUNTY
LEAD POISONING PREVENTION PROGRAM

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DATE: October 5, 2007

TO: Directors and Alternates
Alameda County Lead Poisoning Prevention Program

FROM: Mark Allen, Secretary
Joint Powers Authority

SUBJECT: - **Administration and Finance Committee Meeting**

The next regular meeting of the Administration and Finance Committee of the Alameda County Lead Poisoning Prevention Program is scheduled for **Thursday, October 11, 2007. The meeting will begin at 10:00 a.m., or immediately after the Program Operations Committee meeting, at 1221 Oak St., Suite 220E, Oakland.** Attached please find the agenda packet for the meeting.

If you are not planning to attend please contact Mable Smith at (510) 567-8239.

Thank you.

Attachments

ALAMEDA COUNTY LEAD POISONING PREVENTION PROGRAM
JOINT POWERS AUTHORITY

A G E N D A

Administration and Finance Committee

October 11, 2007
10:00 a.m.

1221 Oak Street, Room 220E
Oakland, California

NOTICE: All meetings of the Alameda County Lead Abatement Program Joint Powers Authority Board of Directors are open to the public. Those wishing to address the Board of Directors on items not on the agenda may do so during the open forum section of the meeting.

- 1) **Open Forum** (Discussion)
Directors, alternates, staff, or members of the public may address the Board of Directors regarding items not on the agenda. The Board will listen to matters presented but may not take action on these items.
- 2) **Director's Report** (Discussion)
- 3) **Staff Report** (Action)
Amendment to laboratory services contract, requesting an extension to contract validity period for another calendar year.

Agendas are available on the Program's website at www.aclppp.org

Alameda County Lead Poisoning Prevention Program

Staff Report Regarding Contract Extension for Laboratory Services

October 1, 2007

Background

On October 28, 2004, the Joint Powers Authority Board of Directors approved a contract with the Hayward-based Forensic Analytical Specialties, Inc. for laboratory analysis of environmental samples. Forensic Analytical Specialties, Inc. was recommended by ACLPPP staff following a competitive bid process in which five Alameda County laboratory companies responded to the ACLPPP Request for Proposal.

The contract with Forensic Analytical Specialties, Inc. was for the period which began on January, 1 2005, and will end on December 31, 2007.

Recommendation:

Approve and authorize an amendment to the contract with Forensic Analytical Specialties, Inc (Principal: David Kahane; Location: Hayward, California) to provide continuation of laboratory services for the Alameda County Lead Poisoning Prevention Program (ACLPPP) extending the term by 12 months from December 31, 2007, to December 31, 2008, with no change in the total contract amount of \$227,250.00.

Summary/Discussion:

The ACLPPP identifies sources of lead contamination in homes, and collects soil, paint and dust samples for analysis by a nationally accredited laboratory. This analysis is accomplished through an agreement with Forensic Analytical Specialties, Inc. The ACLPPP also has a Lead Hazard Reduction grant from the U.S. Department of Housing and Urban Development (HUD) which requires laboratory analysis of lead risk assessments, lead paint inspections, and lead clearances on all lead hazard reduction projects.

An extension of this contract is necessary to ensure continuity of service in completing this HUD Lead Hazard Control grant, which ends on October 31, 2008.

Selection Criteria and Process:

Forensic Analytical Specialties, Inc. was selected to receive this contract for laboratory analysis of environmental lead samples through an extensive Request for Proposal (RFP) process in 2004. This RFP process was approved by the Joint Powers Authorities Board of Directors.

Forensic Analytical Specialties, Inc. achieved the highest score among the five laboratories responding to the RFP, and Forensic Analytical Specialties' price for sample analysis was the

lowest among all respondents. Forensic Analytical Specialties, Inc. is an American Industrial Hygiene Association-accredited laboratory for environmental lead laboratory analysis, thereby meeting federal Environmental Protection Agency requirements. The U.S. Department of Housing and Urban Development requires that laboratories performing sample analysis for HUD-funded projects are accredited by the EPA.

ACLPPP is requesting a one-year contract extension to December 31, 2008, without additional dollars. This will ensure the continued analysis of lead-contaminated dust, soil, and surface coatings critical to the identification of the risk of exposure to lead, and no disruption in activity under the HUD Lead Hazard Control grant.

Financial impact

Funds to support this contract and the associated amendment are appropriated in the Alameda County Lead Poisoning Prevention Program's FY 2007-2008 budget. No adjustment is requested in the contract amount to implement this amendment.