

# ALAMEDA COUNTY BOARD OF SUPERVISORS MINUTE ORDER

*The following action was taken by the Alameda County Board of Supervisors on 06/08/2021*

Approved as Recommended ☒

Other ☐

Unanimous ☒ Chan: ☐ Haubert: ☐ Miley: ☐ Valle: ☐ Carson: ☐ - ☒ 5

Vote Key: N=No; A=Abstain; X=Excused

Documents accompanying this matter:

Documents to be signed by Agency/Purchasing Agent:

Contract: C-901959,C-22071

File No. \_\_\_\_\_  
Item No. 61

Copies sent to:

Cindy Wong

Special Notes:



I certify that the foregoing is a correct copy of a Minute Order adopted by the Board of Supervisors, Alameda County, State of California.

ATTEST:  
Clerk of the Board  
Board of Supervisors

By: Rhonda Bailey  
Deputy

## Alameda County Sheriff's Office

Lakeside Plaza, 1401 Lakeside Drive, 12<sup>th</sup> Floor, Oakland, CA 94612-4305



---

### Gregory J. Ahern, Sheriff

Director of Emergency Services  
Coroner - Marshal

May 17, 2021

Honorable Board of Supervisors  
County of Alameda  
1221 Oak Street, Suite 536  
Oakland, California 94612-4305

SUBJECT: AWARD A CONTRACT TO HISTO-TEC LABORATORY INC. FOR HISTOLOGICAL SERVICES; MASTER CONTRACT NO. 901959; PROCUREMENT CONTRACT NO. 22071; AMOUNT: \$119,540

Dear Board Members:

RECOMMENDATION:

Authorize the Purchasing Agent to execute a contract (Master Contract No. 901959; Procurement Contract No. 22071) with Histo-Tec Laboratory Inc. (Principal: Steve Avolicino; Location: Hayward) to provide histological services to the Alameda County Sheriff's Office, for the term of 7/1/21 – 6/30/24, in the amount of \$119,540.

DISCUSSION/SUMMARY:

The mission of the Alameda County Sheriff's Office (ACSO) Coroner's Bureau is to serve and protect the interests of the community by determining the cause, circumstances, and manner of sudden or unexplained deaths, and by identifying deceased persons and notifying their next of kin, regardless of where they may live in the world while ensuring the deceased and their property are treated with the utmost respect and dignity. The Coroner's Bureau accomplishes this mission through the use of peace officer investigators, forensically trained pathologists and consultants, and other scientific methods of inquiry.

The histological services provided will include the processing of tissue specimens and slides; processing, embedding, sectioning, staining, and special staining of tissue specimens; immunoperoxidase staining; decalcification of bone tissue; and a daily and monthly record of work performed.

SELECTION CRITERIA/PROCESS:

*The ACSO has determined that Alameda County does not currently have the resources to provide histological services.*

*The ACSO worked with the General Services Agency (GSA)–Procurement to develop a Request for Quotation (RFQ), which was issued on February 22, 2021, posted on the website for 32 days, e-mailed to the Chambers of Commerce e-mail group, and an E-Gov bulletin was sent to 3,488 subscribers of GSA Goods and Services – Current Contract Opportunities mailing service. The RFQ was also advertised in the Inter-City Express on February 24, 2021, and the What’s Happening Tri-City Voice on March 2, 2021. A vendor outreach was conducted on February 24, 2021, followed by one networking/bidders conference on March 3, 2021, with no vendors attending.*

*On March 26, 2021, two bidders submitted responses to the RFQ. Unilab Corporation DBA Quest Diagnostics was disqualified due to not meeting the Small Local Emerging Business (SLEB) requirement. The remaining response was evaluated by GSA and ACSO.*

*Histo-Tec Laboratory Inc. was the lowest cost qualified bidder, is a certified SLEB (Certified Small: 10-00070; Expiration: February 28, 2022), and is being recommended for award.*

*The following is the evaluation summary:*

#### **EVALUATION SUMMARY**

<b><i>Vendor</i></b>	<b><i>Location</i></b>	<b><i>Local</i></b>	<b><i>SLEB</i></b>	<b><i>Bid Price</i></b>
<i>Histo-Tec Laboratory Inc.</i>	<i>Hayward, CA</i>	<i>Y</i>	<i>Y</i>	<i>\$119,540</i>

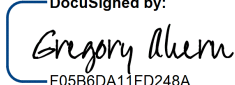
#### **FINANCING:**

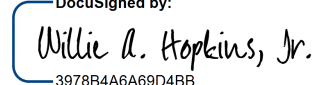
Appropriations for this contract are included in the ACSO FY 2021-22 Maintenance of Effort Budget and will be requested in future budget years. No additional appropriations are required, and there will be no increase in net County cost.

#### **VISION 2026 GOAL:**

The histological services meet the 10X goal pathway of a **Crime Free County** in support of our shared vision of **Safe and Livable Communities**.

Respectfully submitted,

DocuSigned by:  
  
F05B6DA11FD248A...  
Gregory J. Ahern  
Sheriff-Coroner

DocuSigned by:  
  
3978B4A6A69D4BB...  
Willie A. Hopkins, Jr.  
Director, General Services Agency

Attachment

WAH\AR\rp\I:\Board Letters\Purchasing\FY 2020-21\901959 BL Histological Services.docx

cc: County Administrator  
Auditor-Controller  
County Counsel

CONTRACT SUMMARY  
HISTOLOGICAL SERVICES  
MC No. 901959  
July 1, 2021 – June 30, 2024

Vendor	Location	Dollar Value of Contract Award	Small and Local Participation	
			Percentage	Dollar Amount
Histo-Tec Laboratory Inc. Principal: Steve Avolicino Certified Small: 10-00070 Expiration: 2/28/2022	2829 Depot Road Suite 4 Hayward, CA	\$119,540	100%	\$119,540