

**County of San Diego Board of Supervisors
AGENDA ITEM INFORMATION SHEET**

AGENDA ITEM SUBJECT/TITLE:

AUTHORIZE SINGLE SOURCE PROCUREMENT OF HAMILTON MICROLAB SERIES MANUFACTURER-SPECIFIC INSTRUMENTATION, MAINTENANCE, CONSUMABLES, AND SUPPLIES FOR THE PUBLIC HEALTH LABORATORY (DISTRICTS: ALL)

REQUIRES FOUR VOTES:

Yes ☐ No ☒

WRITTEN DISCLOSURE PER COUNTY CHARTER SECTION §1000.1 REQUIRED:

Yes ☐ No ☒

NOTICED PUBLIC HEARING REQUIRED:

Yes ☐ No ☒

PROJECT UNDER CEQA:

Yes ☐ No ☒

If Yes, approval of CEQA document required?

Yes ☐ No ☒

DECISION WITHIN GOVERNMENT CODE SECTION 84308:

Yes ☒ No ☐

PREVIOUS RELEVANT BOARD ACTIONS:

N/A

BOARD POLICIES APPLICABLE:

Board Policy A-87: Competitive Procurement

BOARD POLICY STATEMENTS:

The Public Health Laboratory requests the San Diego County Board of Supervisors authorize a single source procurement of Hamilton Microlab Series instrumentation, maintenance, consumables, and supplies, for an initial contract term of 1 year, with four one-year options and an additional six months, if needed. Funds for this request are included in the Fiscal Year (FY) 2024-25 Operational Plan of the Health and Human Services Agency. If approved, this request will result in estimated costs and revenue of \$300,000 in FY 2024-25 for purchase of one-time equipment and lab supplies and estimated costs and revenue of \$50,000 in FY 2025-26 for ongoing lab supplies and maintenance of the equipment. Pricing is determined to be fair and reasonable based on comparable pricing for other governmental entities for the Hamilton Microlab instrumentation and consumables.

The Hamilton Microlab instrumentation has several unique features not offered by other liquid handlers that improve speed and performance, including patented Compression O-Ring Expansion II technology for precise tip alignment, Dual Liquid Level Detection and Total Aspiration and Dispense Monitoring for detection of the surface of any liquid and deviations from expected volume and Monitored Air Displacement to ensure proper liquid volume. Most liquid handlers only have one function of liquid level sensing that can result in volume errors. These specialty features can detect blood clots in samples, and then adjust for it, allowing timely and accurate processing therein, avoiding invalid test results. The Hamilton Microlab instrumentation will save time for PHL staff, reduce potential hazards and contamination risk, increase efficiency, shorten turnaround time, and support surge testing capacity. This is the only instrumentation that combines all these unique features into one platform. This combination of features is not available on any other instrumentation and would require PHL to purchase multiple instruments to obtain the same performance capabilities provided by this single instrument. Hamilton Company is the only company that manufactures and sells this instrument and must be purchased through them. Hamilton Company qualifies for a single source contract pursuant to Board Policy A-87 sections:

- 1.D.1 Competition - Competition is precluded because of the existence of patent rights, copyrights, secret processes, control of the basic raw material(s) or similar circumstances, and no equivalent good or service is available.
- 1.D.3 - The procurement is for services from a provider with unique knowledge, skill, or ability not available from other sources.

MANDATORY COMPLIANCE:

N/A

ORACLE AWARD NUMBER(S) AND CONTRACT AND/OR REQUISITION NUMBER(S):
TBD

ORIGINATING DEPARTMENT: Health and Human Services Agency

OTHER CONCURRENCE(S): Department of Purchasing and Contracting

INTERNAL REVIEW COMPLETED: YES ☒ NO ☐ Deanna.Huynh1@sdcounty.ca.gov Digitally signed by Deanna.Huynh1@sdcounty.ca.gov
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