



February 4, 2020

CHIEF OF POLICE PETE KRALL
SPARKS POLICE DEPARTMENT
1701 EAST PRATER WAY
SPARKS, NV 89434

Dear Chief of Police Krall,

Greetings, it is that time of year when you will need to select your Washoe County Sheriff's Office Forensic Science Division contract option. Please carefully review the attached scopes of work for contractual offerings in Option A and B. **Unfortunately, we are no longer able to offer Option C.** Below are the two service level options for Washoe County Sheriff's Office Forensic Science Division services for Fiscal Year 2020-2021. Toxicology services will continue to be billed separately.

The contract fee is based on your 3 year average usage 16.247281% against our projected budget of \$5,447,761. Fees from these contracts only cover a portion of our budgetary expenditures. Federal grant funding awarded to the Forensic Science Division and court assessed fees are not part of the equation used to calculate your contract amount, but is a financial benefit to all customers and stakeholders. Additionally, we provide other services such as court testimony and case staffings at no additional charge. After reviewing the Option scopes of work describing the two different service Options, indicate your selection below.

_____ **Option A** Annual service agreement including full forensic services. This is offered at an estimated cost to your agency of **\$885,113**. **Toxicology services are an additional \$50,000.** **The total for both Option A and Toxicology services is \$935,113.**

_____ **Option B** Annual service agreement including full scientific discipline services but no crime scene/photo laboratory services. If crime scene services are needed during this period, they are offered at a rate of \$350/person/hour. This is offered at an estimated cost to your agency of **\$708,090**. **Toxicology services are an additional \$50,000.** **The total amount for both Option B and Toxicology services is \$758,090.**

Please **do not** pay any fees now. Indicate your selection and mail back by **February 28, 2020** to:

Washoe County Sheriff's Office
Forensic Science Division
911 Parr Blvd.
Reno, NV 89512

A self-addressed envelope is enclosed for your convenience. You will receive your contract for signatures in March.

Sincerely,



Darin Balaam, Sheriff
Washoe County Sheriff's Office



Kerri Heward, Director
Forensic Science Division
kheward@washoecounty.us

<http://www.washoesherriff.com/what-we-do.php>