

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS
PROCUREMENT DIVISION

320 Hospital Drive Ste. 23
Warrenton, Virginia 20186
Phone: 540.422.8348 Fax: 540.422.8355

NOTICE OF CONTRACT RENEWAL

DATE: December 10, 2020

COMMODITY NAME: Drug/Alcohol Collection and Testing Services

CONTRACT NUMBER: 50-17mc, riding Prince William County Public Schools
Contract # R-SF-16038

CONTRACT PERIOD: February 16, 2017 through January 31, 2019
1st Renewal: 2/1/2019 – 1/31/2021
2nd Renewal: 2/1/2021 – 1/31/2023

RENEWALS: Four (4) additional two (2) year renewals

CONTRACTOR: Forensic Drug & Alcohol Testing, LLC
14150 Parkeast Circle, Suite 130
Chantilly, VA 20151
Phone: 703-483-8929
Fax: 703-378-1982
Email: Stefni.skorich@FD-AT.com

TERMS: Net 30 days

DELIVERY: See contract details

FOR FURTHER INFORMATION CONTACT: Susan R. Monaco, CPPO, CPPB
Procurement Manager
Phone: 540.422.8348

NOTICE TO ALL FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOL USING DEPARTMENTS: This contract is the result of a competitive bid program and its use must follow the FCG&PS Procurement Policy/Procedures for the purchase of the commodity listed herein. Please see the reverse side of this notice for further instructions regarding this contract.

INSTRUCTIONS

1. **Orders:** All FCG&PS Using Departments must order services listed by issuing FCG&PS Purchase Orders per FCG&PS Procurement Procedures Manual. An extra copy of the Procedures Manual can be obtained by calling Procurement at (540) 422-8351 or 8352.
2. The applicable contract number, vendor number, estimated total dollar amount (can be done as a “Not to exceed” estimated figure), contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Contractor use.
3. Inspection on delivery and approval of contractor’s invoice is the responsibility of the receiving using department.
4. Any complaint as to quality of goods or services, faulty or delinquent delivery, or violation of contract provisions by contractor shall be reported to FCG&PS Procurement for handling with the Contractor. All complaints must be submitted in writing and can be forwarded to Procurement via fax or courier.
5. **Renewals:** Renewal options are as stated on the face of this notice; Fauquier renewal, will only take place if PWCPS renews, upon mutual written consent of the parties to the contract.
6. Pricing: see attached PWCPS pricing information.

Contract #50-17smc, Drug/Alcohol Collection/Testing Services,
Riding PWCS Contract # R-SF-16038
Contract Service Fees (No changes with 2019-2021 renewal)

R-SF-16038: Drug & Alcohol Collection, Testing & Medical Review Officer Services				
Item #	Item	Collection Location	Unit	Unit Cost
DOT Testing:				
1	DOT NIDA 5 Panel	On-site PWCS' Site	Each	\$ 38.50(1),(3)
2	DOT NIDA 5 Panel	Contractor's Site	Each	\$ 35.00
3	DOT Breath Alcohol Test, Confirmation	On-site PWCS' Site	Each	\$ 31.50(1),(3)
4	DOT Breath Alcohol Test, Confirmation	Contractor's Site	Each	\$ 28.00
Non-DOT Testing:				
5	Non-DOT 10 Panel	On-site PWCS' Site	Each	\$ 38.50(1),(3)
6	Non-DOT 10 Panel	Contractor's Location	Each	\$ 35.00
7	Non-DOT Breath Alcohol Test, Screening	On-site PWCS' Site	Each	\$ 31.50(1),(3)
8	Non-DOT Breath Alcohol Test, Screening	Contractor's Site	Each	\$ 28.00
Other Collection/Testing Related Services:				
9	Random Selection	N/A	Per Month/ Per Pool	\$ 50.00
10	Retest of Split Specimen, including MRO Review of Results (Distinguish between PWCS request and employee request for split specimen. Offeror shall furnish methodology for collection of feed should the employee request the split specimen)	N/A	Each	\$ 158.42(2)
11	Medical Examination of Employee Unable to Produce a Specimen, including MRO Review of Results	N/A	Each	\$ 316.83(2)
12	Wait Time: i. Wait time is defined as time the collector is requested, by PWCS, to wait for a late employee, an employee that is having difficulty producing a specimen, etc. ii. All wait time must be pre-authorized by the PWCS' Technical Point of Contact. iii. In addition, wait time of less than one (1) hour shall be computed on a pro rata basis to the nearest quarter (.25) hour. Contractor shall not be compensated for unauthorized wait time charges.	On-Site PWCS' Site	Each	\$ 40.00
13	Emergency/Reasonable Suspicion Testing or Specific Testing outside of a monthly, random selection.	On-Site PWCS' Site	Each	\$ 95.00
14	Litigation/Expert Witness Services	Detailed description of Litigation/Expert Witness services and cost noted below.		
15	Supervisor and Employee Training Services	Detailed description of Supervisor and Employee Training services and costs noted below.		
16	Program Management/Consulting Services: i. Program Management will be included and must be approved in advance, in writing, by PWCS designated staff, as identified in contract. ii. Forensic has agreed to include seven (7) hours, annually, of Program Management as part of a contract with PWCS. iii. PWCS will be billed for Program Management after the seventh (7th) hour, and only if approved in advance by the PWCS designee.	N/A	Hour	\$ 72.00

1. Minimum on-site collection requirement is 3 specimen collections, alcohol tests, or combination thereof.
2. MRO services billed at cost plus FD&AT G&A rate. No fee will be charged. Physician services will be billed at cost.
3. If a collection is cancelled after the Collector/BAT arrives at the collection site, PWCS will be charged a \$75 fee.