



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header 3

List View

General Information | Contact | Default Values | Discount | Document Information

Procurement Folder: 399525

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 0613

Vendor ID: VS0000007234 

SO Doc ID: VNF1800000009

Legal Name: Norton Medical Industries

Published Date: 12/19/17

Alias/DBA:

Close Date: 1/3/18

Total Bid: \$23,178.00

Close Time: 13:30

Response Date: 01/02/2018 

Status: Closed

Response Time: 20:34

Solicitation Description: ADDENDUM 1 DRUG AND ALCOHOL TESTING

Total of Header Attachments: 3

Total of All Attachments: 3



Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

**State of West Virginia
 Solicitation Response**

Proc Folder : 399525
Solicitation Description : ADDENDUM 1 DRUG AND ALCOHOL TESTING
Proc Type : Central Master Agreement

Date issued	Solicitation Closes	Solicitation Response	Version
	2018-01-03 13:30:00	SR 0613 ESR01021800000002935	1

VENDOR
VS0000007234 Norton Medical Industries

Solicitation Number: CRFQ 0613 VNF1800000009

Total Bid : \$23,178.00 **Response Date:** 2018-01-02 **Response Time:** 20:34:17

Comments:

FOR INFORMATION CONTACT THE BUYER
 Crystal Rink
 (304) 558-2402
 crystal.g.rink@wv.gov

Signature on File	FEIN #	DATE
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All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Pre-Employment Drug Testing - Laboratory Screen	75.00000	EA	\$62.000000	\$4,650.00

Comm Code	Manufacturer	Specification	Model #
85121810			

Extended Description : PLEASE SEE ATTACHED SPECS FOR MORE DETAILS

Comments: Local Site Price.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	PRE-EMPLOYMENT ALCOHOL TESTING	75.00000	EA	\$52.000000	\$3,900.00

Comm Code	Manufacturer	Specification	Model #
85121810			

Extended Description : PLEASE SEE ATTACHED SPECS FOR MORE DETAILS

Comments: Local Site Price.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	REASONABLE SUSPICION DRUG TESTING -PRELIMINARY ON SITE	10.00000	EA	\$126.000000	\$1,260.00

Comm Code	Manufacturer	Specification	Model #
85121810			

Extended Description : PLEASE SEE ATTACHE D SPECS FOR MORE DETAILS

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	REASONABLE SUSPICAON DRUG TESTING LABORATORY SCREEN	10.00000	EA	\$126.000000	\$1,260.00

Comm Code	Manufacturer	Specification	Model #
85121810			

Extended Description : PLEASE SEE ATTACHED SPECS FOR MORE DETAILS

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	REASONABLE SUSPICION ALCOHOL TESTING	15.00000	EA	\$126.000000	\$1,890.00

Comm Code	Manufacturer	Specification	Model #
85121810			

Extended Description : PLEASE SEE ATTACHED SPECS FOR MORE DETAILS

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	POST ACCIDENT DRUG TESTING PRELIMINARY ON SITE SCREEN	5.00000	EA	\$126.000000	\$630.00

Comm Code	Manufacturer	Specification	Model #
85121810			

Extended Description : PLEASE SEE ATTACHED SPECS FOR MORE DETAILS

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	POST ACCIDENT DRUG TESTING LABORATORY SCREEN	5.00000	EA	\$126.000000	\$630.00

Comm Code	Manufacturer	Specification	Model #
85121810			

Extended Description : PLEASE SEE ATTACHED SPECS FOR MORE DETAILS

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
8	POST ACCIDENT ALCOHOL TESTING	5.00000	EA	\$126.000000	\$630.00

Comm Code	Manufacturer	Specification	Model #
85121810			

Extended Description : PLEASE SEE ATTACHED SPECS FOR MORE DETAILS

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
9	RETURN TO WORK DRUG TESTING LABORATORY SCREEN	25.00000	EA	\$71.000000	\$1,775.00

Comm Code	Manufacturer	Specification	Model #
85121810			

Extended Description : PLEASE SEE ATTACHED SPECS FOR MORE DETAILS

Comments: Local Site Price.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
10	RETURN TO WORK ALCOHOL TESTING	25.00000	EA	\$53.000000	\$1,325.00

Comm Code	Manufacturer	Specification	Model #
85121810			

Extended Description : PLEASE SEE ATTACHED SPECS FOR MORE DETAILS

Comments: Local Site Price.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
11	COLLECTION EXPERT TESTIMONY	10.00000	HOURL	\$100.000000	\$1,000.00

Comm Code	Manufacturer	Specification	Model #
85121810			

Extended Description : PLEASE SEE ATTACHED SPECS FOR MORE DETAILS

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
12	LABORATORY EXPERT TESTIMONY	10.00000	HOURL	\$100.000000	\$1,000.00

Comm Code	Manufacturer	Specification	Model #
85121810			

Extended Description : PLEASE SEE ATTACHED SPECS FOR MORE DETAILS

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
13	MRO EXPERT TESTIMONY	10.00000	HOUR	\$100.000000	\$1,000.00

Comm Code	Manufacturer	Specification	Model #
85121810			

Extended Description : PLEASE SEE ATTACHED SPECS FOR MORE DETAILS

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
14	COLLECTION EXPERT TESTIMONY AT DEPOSITION	10.00000	HOUR	\$100.000000	\$1,000.00

Comm Code	Manufacturer	Specification	Model #
85121810			

Extended Description : PLEASE SEE ATTACHED SPECS FOR MORE DETAILS

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
15	LABORATORY EXPERT TESTIMONY AT DEPOSITION	10.00000	HOUR	\$100.000000	\$1,000.00

Comm Code	Manufacturer	Specification	Model #
85121810			

Extended Description : PLEASE SEE ATTACHED SPECS FOR MORE DETAILS

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
16	MRO EXPERT TESTIMONY AT DEPOSITION	10.00000	HOUR	\$0.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
85121810			

Extended Description : PLEASE SEE ATTACHED SPECS FOR MORE DETAILS

Comments: MRO Expert Testimony at Deposition will be included at no additional cost.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
17	BLIND PERFORMANCE TEST - ONCE PER QUARTER	4.00000	EA	\$57.000000	\$228.00

Comm Code	Manufacturer	Specification	Model #
85121810			

Extended Description : PLEASE SEE ATTACHED SPECS FOR MORE DETAILS

ORIGINAL PROPOSAL



NORTON MEDICAL INDUSTRIES

Drug Testing Programs to
Comply with Federal Regulations

6265 SEPULVEDA BOULEVARD, SUITE 13
VAN NUYS, CALIFORNIA 91411
MRO DR. MARSHALL ZABLEN, M.D.
800.243.7669 | FAX 818.779.1908 | ADMIN@NORTONMEDICAL.COM

CRFQ: VNF180000009
Drug and Alcohol Testing Services



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Transmittal Letter

Division of Veterans Affairs, West Virginia

Norton Medical Industries has been providing comprehensive drug testing services for DOT (Department of Transportation) clients for more than 25 years. We are an S corporation, a third-party administrator that provides a full-service, anti-drug and alcohol misuse prevention program. Norton has been assisting DOT regulated entities, educational institutions, police departments, and private companies to comply with drug and alcohol programs since 1989. Norton Medical Industries provides drug-testing services including next day reporting with a web-based dashboard. Random testing of your various employee pools can be managed by a manager page, which shows DOT worker pools and also non-DOT worker pools all on one secure website. We also have a full office staff manning our phones, fully trained to promptly handle any questions that you may have.

After careful examination of the specifications and requirements laid out by West Virginia Veteran Affairs Nursing Facility, we are confident that we are a qualified and capable bidder and are prepared to execute the contract in its entirety.

State governmental clients include the State of New Mexico's Department of Transportation, Radcliffe VA Hospital in the State of Kentucky, and the State of Wyoming's Department of Corrections. Our municipal FTA clients include the Golden Empire Transit serving the City of Bakersfield, California, SunLine Transit Agency serving Riverside County, California and Sun Metro Transit serving the County of El Paso, Texas; as well as the Los Angeles County Department of Transportation and County of Orange Taxi Administration Program in California. Our client base is expansive and located throughout the union.

Norton Medical Industries began providing federal compliance administration for county-level transit authorities in the early 1990s. There have been no mergers, acquisitions, or change of control of Norton Medical Industries within the last 10 years.

Norton Medical features an in-house, certified Medical Review Officer and MRO team that responds promptly when non-negative test results are received to deliver accurate, validated results, typically by the next day. Our MRO and staff, headed by Dr. Marshall Zablen MD, can provide litigation support in any case where a test is challenged.

Norton Medical provides Premium data management software for our clients.

West Virginia Veteran Affairs Nursing Facility will have a secure online dashboard portal to see and edit employees, test results (once posted) and random selections posted as requested either monthly or quarterly. We

constantly improve and refine our proprietary software to optimally fit the needs of companies regulated by the Federal Transit Authority, Federal Motor Carrier Safety

Administration, and the Federal Aviation Administration. All client information is located on your company's dashboard. In addition, randoms and test results are also available and maintained on this web-accessible secure server portal. Federal auditors have inspected Norton Medical Industries on several occasions over the years and offered suggestions for improvement as well as praise for our system's convenience, clarity, and usability.

The link below shows a video displaying the ease of use of the dashboard with a typical DOT client, "Magic School Bus"

Magic School Bus video link: <https://www.youtube.com/watch?v=si8Z4H-TZWA>

If West Virginia Veteran Affairs Nursing Facility wants to divide employees into different pools with different responsibilities, each pool of workers can be reviewed by the administrators of that pool only. A manager page can be created for your HR department where human resource managers can view all pools easily from one web site.

Manager Control Panel link: <https://www.youtube.com/watch?v=DMMNnfAYQP0>

Norton Medical Industries has embraced technology to improve efficiency, but Norton has never abandoned its commitment to providing live, trained administrators based in our offices, answering our phones and addressing client concerns promptly.

How We Make It Easy

- 1) Random List—All of your administrators will receive randoms electronically on their dashboard on the first day of the month. Alternates are given to you on the dashboard immediately.**
- 2) Edit Worker Lists—You can edit worker lists electronically on the dashboard. All things necessary for an audit are located on the client dashboard. MIS reports, statistical summaries, and random selection for all years are available as well.**
- 3) Manager page— West Virginia Veteran Affairs Nursing Facility human resources will have the means to see every division or company's dashboard on the web to see all divisions' compliance at anytime.**
- 4) Your statistical summary reports are available as a PDF on your dashboard, along with MIS forms, post accident decision sheets, shy lung rules, shy bladder rules, and reasonable cause reporting forms.**
- 5) You can print authorization forms for workers needing specifically requested alcohol or drug tests. Upon their arrival they will give this form to the collector,**

which will be used to document their arrival and departure time from the collection site.

Norton Medical Industries' corporate headquarters is its only location, and all correspondence should be directed to its office at:

William Gallock Jr. and Ashley Foley
Norton Medical Industries
6265 Sepulveda Blvd Suite 13
Van Nuys CA 91411
admin@nortonmedical.com
800-243-7669

For clarifications or additional information regarding this proposal, please contact Norton Medical's Project Administrator William Gallock or Ashley Foley at the above number or through email.

The person authorized to contractually obligate Norton Medical Industries is Medical Director and MRO Dr. Marshall Zablén. Dr. Zablén can be reached at the above number or by email at drzablen@nortonmedical.com.

Sincerely,



Dr. Marshall Zablén, M.D.
Norton Medical Industries
6265 Sepulveda blvd Suite 13
Van Nuys CA 91411
DrZablen@NortonMedical.com
800-243-7669

Proposal

We understand the scope of this project and are prepared to execute it completely. Upon award of contract, Norton Medical will contact you to further discuss your specific needs and requirements. We want to make this transition as smooth and effortless as possible. We will provide a dashboard or individual dashboards for all your divisions or departments. In addition, we will set up a manager's dashboard that will allow overview of multiple divisions or departments if this is necessary. We will provide customized chain of custody forms with relevant information pre-printed upon them to minimize confusion and mistakes. After confirmation by the West Virginia Veteran Affairs Nursing Facility, the customized forms will be shipped to your divisions or departments, collection sites, the on-site collectors, and assigned personnel.

Worker Data

We will need your workers' numbers, names, ID numbers, and telephone numbers in excel format to populate your dashboard on the web. This will allow us to perform random selections using a computer-based, verifiably random process approved by the DOT, either monthly or quarterly, as desired by WV VNF.

Collection

Norton Medical Industries currently provides all of the requested types of testing: pre-employment, post-accident, reasonable suspicion, return-to-work, and random testing.

Additionally, we perform data management and MRO services directly, supply chain of custody forms and other necessary supplies, and facilitate collection, testing, storage and all other related services for all of WV VNF's entities. Medtox Laboratories will perform all laboratory screenings, which is SAMHSA certified and one of the most responsive laboratories in the country. MedTox will screen all received urine samples using the FTA-approved EMIT Method, and positive results confirmed via GC/MS. Medtox certification documents are included later in this proposal.

Audit Support

Norton Medical provides for its clients an easy to use system for audit compliance. All the documents needed for your internal audit, such as M.I.S. reports and Statistical Summary Reports can be produced instantly through Norton's secure, password-protected website. Our people can help you personally with anything you need for an audit.

Dashboard

Norton has an online dashboard that allows employers to see how they can comply with the random testing requirements with ease as the year progresses. The employer can edit worker lists on the secure website, and workers who have left the pool because of termination can be deleted from the active worker pool.

The random selection will be visible on the dashboard at the first of the month and your supervisor personnel can manage the dispatch of workers for the random commitment from the web page. Tests results are usually returned the next day.

Report cards show compliance on a month-by-month basis so companies can view them and make corrections as the year progresses.

The MRO officer's office publishes the website and handles all components required.

Record Keeping and Reporting

Norton specializes specifically in federal compliance testing, record keeping and reporting. We use a proprietary relational database program that has been developed in-house by Norton across decades of drug testing administration.

Each Norton client is assigned a Client ID number and chooses a password that protects access to Norton's reporting website. After Norton receives results from the laboratory, a complete DOT-compliant results PDF, signed by Dr. Zablen, becomes available to print or download through Norton's website, plus you can get reports via email, as well as US mail.

Randomization

A computer system generates random numbers for each name in the pool. The number ranges from 0 to 1 with an infinite number of decimal places. The names are then sorted numerically and those with the lowest numbers are designated for random testing.

Data Management/Administration/Reporting

The individual who will act as your Program Manager is Paula Rojas, Norton's Senior Program Administrator and a 16-year veteran of the company. She can be reached directly at paula@nortonmedical.com, and at (800) 243-7669 Ext. 231.

Every piece of information, from the exact time the officer is notified of the need to test, to the time he or she walks into a collection site, to the moment results are returned, is preserved as data in Norton Medical's system reports.

All data collected as part of this program will remain your property, and at the conclusion of the contract we will transfer it to your MRO, or TPA. Norton Medical's website makes the data available 24-hours-a-day and produces required MIS and statistical summary reports.

Training

Dr. Zablén can perform live supervisor training sessions on how to identify a person under the influence of drugs and alcohol for probable cause as well as procedural matters related to drug testing, either in-person at your facilities or a remote webinar using a platform such as WebEx. If a client desires live training, Norton Medical can supply both supervisor and employee training workbooks, each of which features a quiz that serves as proof of training for auditors.

Litigation Support

If testing results are ever challenged, Medtox Laboratory will furnish a “litigation package” featuring a wealth of data testifying to the accuracy of the testing process and adherence to regulations required by the DOT. Certifying scientists are available for testimony, if needed, as well as Dr. Zablén. In most cases, courts will accept Dr. Zablén’s testimony by phone. Drug testing has become an accepted safety requirement in the workplace, and challenges are very rare.

Key Personnel

Esther Zablen **Owner**

Norton Medical Industries is proud to be a woman-owned business. Esther Zablen, once aware of the affects of drug abuse concerning the American people, wanted to participate in making the workplace a drug free and safe environment. She recruited her husband, Dr. Marshall Zablen, to serve as Medical Director and put into place a third party administrator company to participate in the drug screening process. She is proud of the progress made by her company in making the world a better, safer place.

- Norton Medical Industries, Founder and Owner, Van Nuys, CA, 1989 to present

Marshall A. Zablen, M.D. **Medical Director – Medical Review Officer**

- Van Nuys High School, Van Nuys, CA 1962
- University of California, Los Angeles, B.A., Zoology, LA, CA 1962-66
- University of Cincinnati College of Medicine, M.D., Cincinnati, OH 1966-70
- Los Angeles County USC Medical Center, Internship, LA, CA 1970-72
- Established HEW sponsored Migrant Health Center, General Practice, Lamont, CA, 1971-72
- Sepulveda VA Hospital, Internal Medicine Residency, Sepulveda, CA, 1972-74
- Certification, American Board of Internal Medicine 1974
- UCLA Center for the Health Sciences, Pathology Residency, Los Angeles, CA, 1974-75
- Harbor General Hospital, Pathology Residency, Torrance, CA, 1975-78
- Harbor General Hospital, Chief Resident, Pathology, Torrance, CA, 1978
- Internal Medicine Practice, Panorama City, CA, 1978-83
- Internal Medicine Practice, Sherman Oaks, CA, 1983-90
- Norton Medical Industries, Medical Director, Van Nuys, CA, 1989 to present

ASSOCIATIONS:

Certified, American Board of Internal Medicine
Certified, American Association of Medical Review Officers
DATIA Member
SAPA Member

- Zablen M., Nieberg R.** *Aspergillosis of the Human Female Genital Tract Demonstrated by Endometrial Jet Washings and Pap Smear.* Acta Cytol 21:367-8, 1977
- Sarti D, Zablen, M.A.** “The Ultrasonic Findings In Intussuception of the Blind Loop In A Jejunal-Ileal Bypass For Obesity”. *Journal Clinical Ultrasound* 7 (1):50-2, Feb. 1979
- Binder M.K., Zablen, M.A., Fleisher E., Sue D.Y., Dwyer R.M., Hanelin L.** “Colon Polyps, Sebaceous Cysts, Gastric Polyps and Malignant Brain Tumor in a Family”. *American Journal Digestive Disorder* 23:460-6, May 1978
- Zablen M., Brand N.** “Cleft Lip and Palate with the Anticonvulsant Ethotoin”. (Letter) *New England Journal of Medicine* 297:1404, 1977
- Piken E., Dwyer R., Zablen, M.A.** *Gastric Candidiasis. A Report of Two Cases.* JAMA 240 (20):2L8L-2, 10 November 1978.
- Zablen M., Brand N.** *Abstract Cleft Lip and Palate with the Anticonvulsant Ethotoin.* May, I.R.L. (c) 1978.

PUBLICATIONS:

- *Covered Worker Education Book for the United States Department of Transportation Anti-Drug and Alcohol Misuse Prevention Program, Discouraging Drug and Alcohol use in the Workplace,* Copyright 2016
- *Supervisor Workbook for the United States Department of Transportation Anti-Drug and Alcohol Misuse Prevention Program, Discouraging Drug and Alcohol use in the Workplace,* Copyright 2016
- *Anti-Drug and Alcohol Misuse Prevention Program: Policy Book to meet requirements of the Federal Aviation Administration.*

Senior Program Administrator

Paula Rojas is the Senior Program Manager at Norton Medical Industries (NMI). Ms. Rojas manages NMI’s third-party administration and anti-drug and alcohol misuse prevention program. She specializes in program administration for Federal and Public Utilities Commission (PUC) mandated entities such as municipal transit authorities, school bus transportation, charter shuttle services, Taxi Companies, and Pipeline construction companies regulated by PHMSA - Pipeline and Hazardous Materials Safety Administration. She assists with staff and client management, coordinates training and maintains that our company follows all regulations mandated by the DOT, FAA and PUC. She received her degree in business management from California State University, Northridge. Ms. Rojas has been with Norton since December 1998.

Project Administrators

William Gallock Jr. is a Norton Medical Industries Project Administrator. William is in tasked with creating proposals, assisting new and current clients, and working on various other projects. William is trained in the Federal Drug & Alcohol Abatement Program consistent with 49 CFR Part 40 of the Federal Register, as well as a certified Breath Alcohol Technician. William received his degree in Philosophy from California State University, Northridge.

Ashley Foley is a Norton Medical Industries Project Administrator. She is in charge of creating proposals and assisting new and current clients. She is trained in the Federal Drug & Alcohol Abatement Program and 49 CFR Part 40 of the Federal Register, as well as a certified Breath Alcohol Technician. She received her degree in Linguistics from California State University, Northridge.

MRO Assistants

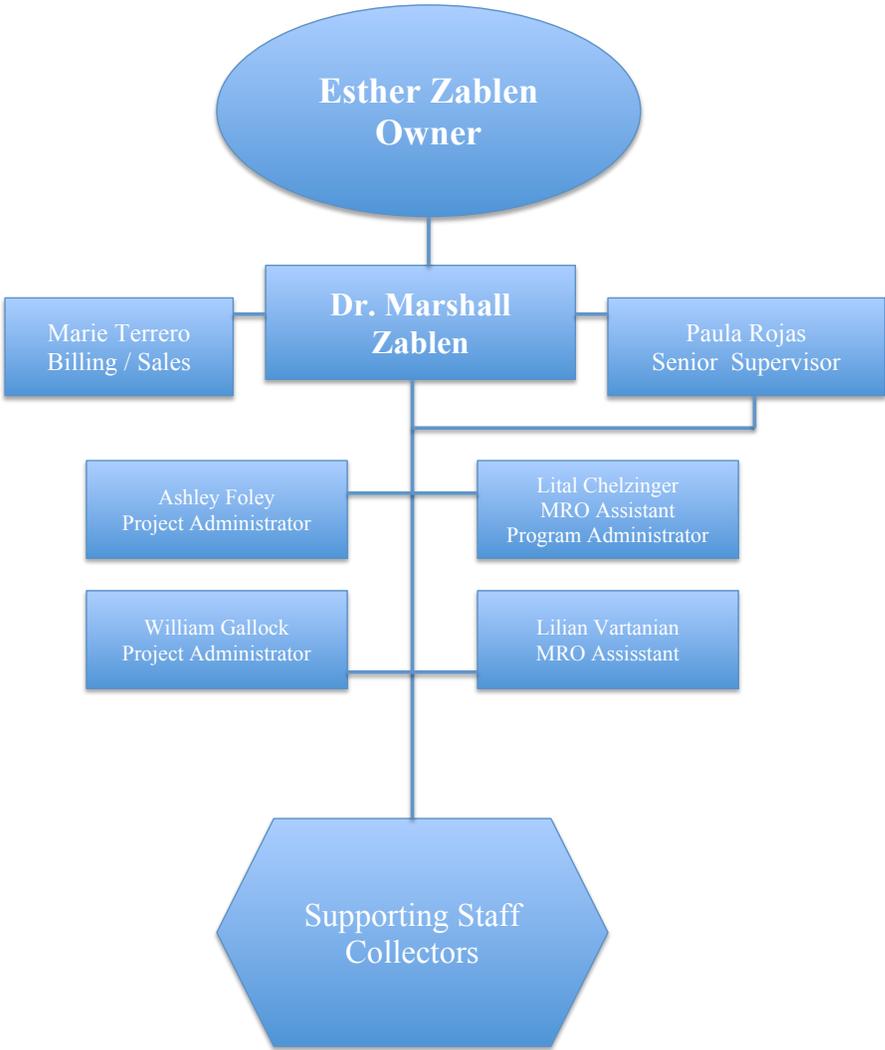
Lital Chelzinger is a Norton Medical Industries Medical Review Officer's assistant, and is also tasked with the maintenance of a large portion of NMI's Taxi division, managing client testing and result information, test coordination, and report distribution. She is currently trained in the Federal Drug & Alcohol Abatement Program and 49 CFR Part 40 of the Federal Register, as well as a certified Breath Alcohol Technician. She has been with the company since March 2008.

Lilian Vartanian is one of Norton Medical Industries' Medical Review Officer's assistants. She is also active in customer service, as well as collections. She is currently trained in the Federal Drug & Alcohol Abatement Program and 49 CFR Part 40 of the Federal Register, as well as a certified Breath Alcohol Technician.

Supporting Staff

Norton Medical Industries' supporting staff is trained in the Federal Drug & Alcohol Abatement Program and 49 CFR Part 40 of the Federal Register, as well as a certified Breath Alcohol Technicians.

Internal Organizational Chart



Designated Contact

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

Paula Rojas Program Manager
(Name, Title)
Paula Rojas Program Manager
(Printed Name and Title)
6265 Sepulveda Blvd Ste. 13, Van Nuys, CA 91411
(Address)
800-243-7669 ext 231/ FAX:8187791908
(Phone Number) / (Fax Number)
Paula@nortonmedical.com
(email address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

Norton Medical Industries
(Company)
Marshall Zablen
(Authorized Signature) (Representative Name, Title)
Marshall Zablen Medical Director
(Printed Name and Title of Authorized Representative)
12/21/2017
(Date)
800-243-7669 / 818-779-1908
(Phone Number) (Fax Number)

Revised 11/14/2017

Quotation Requirements

Sections 3 and 4 of Quotation Request

- **3.1** Norton Medical Industries is a qualified drug and alcohol-testing vendor with over 25 years of experience. Similar clients include Radcliffe Veterans Center, Texas Board of Nursing and Kanawha County.
- **3.2** Sub-contractor is identified below as COLLECTION SITE
- **4.1.1.1** Norton Medical Industries offices are open and fully staffed Monday through Friday from 8am until 5pm.
- **4.1.1.2** Norton Medical Industries will provide 24-hour un-scheduled specimen collection for reasonable suspicion/for cause testing.
- **4.1.1.3** For cause/reasonable suspicion testing will be conducted within two hours of receipt of request. WV Mobile Drug Testing will arrive on location and collect specimen within 24 hours of request.
- **4.1.1.4** Dr. Zaben may be reached 24/7 through our answering service. Our 24-hour phone number is: 800-243-7669. Should Dr. Zaben be unable to answer, the call will be forwarded to Program Administrator, Paula Rojas.
- **4.1.1.5** WV Mobile Drug Testing 24 Hour phone number: 304-933-3651
- **4.1.1.6** Testing procedures will be performed in a private, confidential manner and every effort will be made to protect the employee, the integrity of the drug testing procedure, and the validity of the test result. Information will not be released to any party without expressed written consent of WV VNF.
- **4.1.1.7** Norton Medical will prepare and keep accurate records, which are available online for designated personnel to access 24/7. We will practice professional and appropriate accounting procedures based on your WV VNF guidelines.
- **4.1.1.8** Records are maintained indefinitely.
- **4.1.1.9** Clients have 24/7 access to records online. Printed copies will be provided within 10 days of notice to WV VNF Assistant Administrator upon written request.
- **4.1.1.10** Norton Medical uses a proprietary web-based dashboard for reporting and records that WV VNF Assistant Administrator and other authorized individuals may view and manage. Screen captures are provided as well as demo videos. User instruction and technical support are also available to WV VNF at no additional cost. This site is secure and is maintained 24/7 to insure security of confidential information. Only designated personnel may log in.
- **4.1.1.11** Norton Medical will provide a detailed summary of services with each invoice.

- **4.1.1.12** All drug and alcohol testing policies and procedures outlined in attachment A of WV VNF will be followed with respect to conducting workplace collection, testing, and storing of specimens.
- **4.1.1.13** Using a mobile or on-site collection company, Norton Medical is able to collect specimens on WV VNF premises, unless all parties agree upon arrangements with an alternate collection site. Testing procedures will always be performed in a private, confidential manner. We will create and provide customized chain of custody forms as needed with relevant information pre-printed upon them.
- **4.1.1.14** Norton Medical will comply with all applicable laws, regulations and industry standards.
- **4.1.1.15** All specimen collection is completed in accordance with the Department of Health and Human Services, and all collection site personnel are professionally trained and certified in accordance with federal regulations that comply with 49 CFR Part 40.
- **4.1.1.16** Norton Medical shall provide all forms, collection kits, supplies for collection, transportation and analysis of specimens.
- **4.1.1.17- 4.1.1.17.9** If testing results are ever challenged, Medtox Laboratory will furnish a “litigation package” featuring a wealth of data testifying to the accuracy of the testing process. Certifying scientists are available for testimony. Norton Medical Industries has been conducting drug & alcohol testing for over 25 years, and have testified on hundreds of cases nationwide. Our MRO, Dr. Marshall Zablen, M.D. is an expert drug & alcohol testimony witness. In most cases, courts will accept Dr. Zablen’s testimony by phone. Dr. Zablen’s hourly rate for phone testimony is \$100.
- **4.1.2.1** All specimen collection is completed in accordance with the Department of Health and Human Services, and all collection site personnel are professionally trained and certified in accordance with federal regulations that comply with 49 CFR Part 40. All collection protocols and equipment used will conform to current US Department of Transportation regulations.
- **4.1.2.1** We will provide a confirmatory alcohol test on all positive breath concentrations tests above .01 or higher.
- **4.1.2.2** Using a mobile on-site collection company, we will provide for collection of urine on-site in compliance with WV VNF policy and guidelines.
- **4.1.2.3** Upon request and at no additional cost to WV VNF, preliminary drug test results will be available on-line.
- **4.1.2.4 – 4.1.2.6** A urine specimen will be collected using the split specimen collection method described in 49 CFR Part 40, as amended for safety sensitive employees. Each specimen will be accompanied by a DOT Chain of Custody and Control Form (CCF) and identified using a unique identification number (Specimen Identification Number) that attributes

the specimen to the correct individual. The specimen analysis will be conducted at an HHS-certified laboratory. An initial drug screen and validity test will be conducted on the primary urine specimen. For those split specimens that are not negative, a confirmatory Gas Chromatography/Mass Spectrometry (GC/MS) test will be performed.

- **4.1.2.7** In response to the concerns arising from laboratory fraud cases and resulting losses of data, time, and costs associated with fraudulently generated data, it was determined that guidance was necessary to deter and detect laboratory fraud. Norton Medical Industries participated in Performance Evaluation Samples (PES) to assess routine performance levels of our laboratories. We send double blinds, single blinds, duplicates, splits, co-located samples, or any combination thereof to different laboratories.

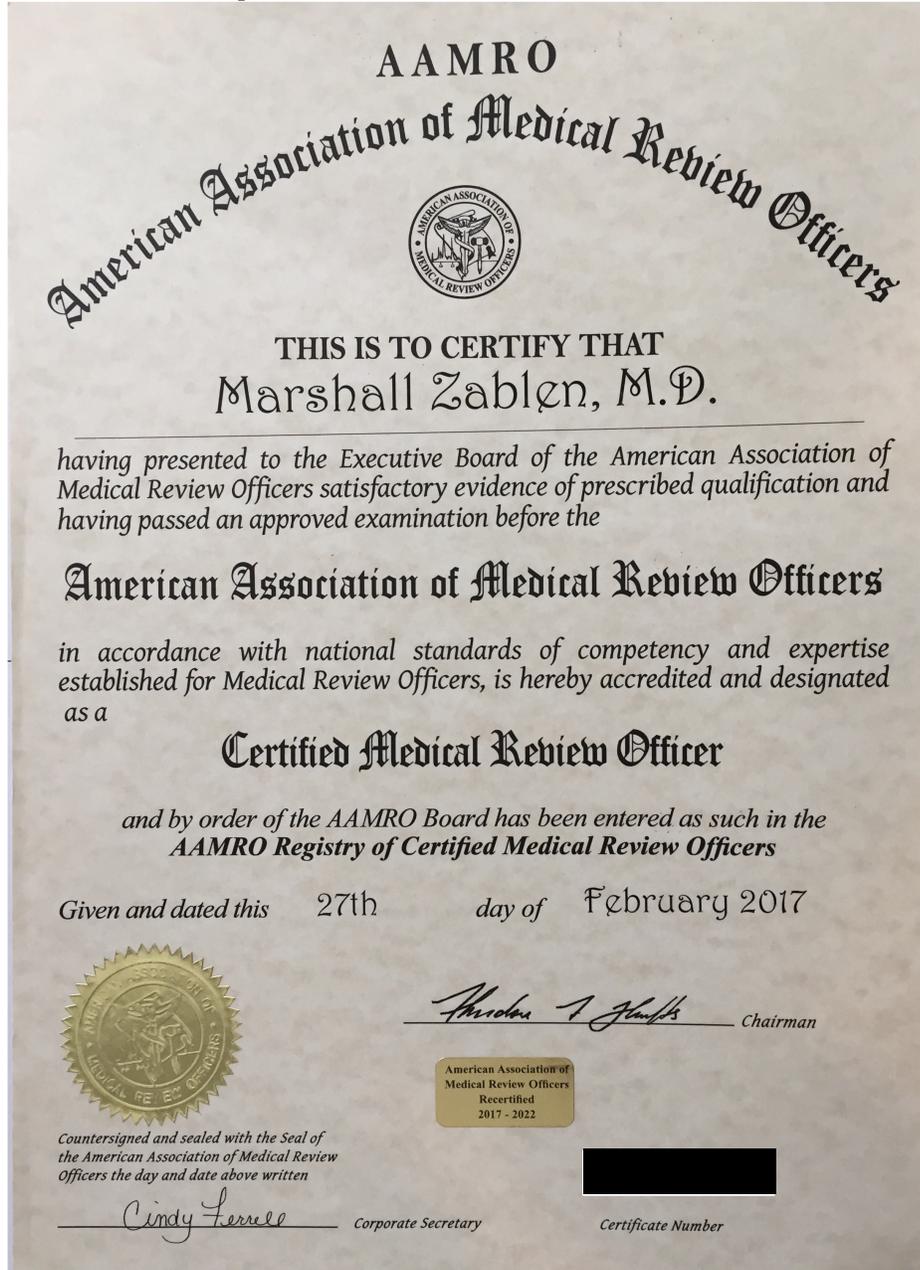
In single blind PES, the concentrations are unknown to the laboratory. Frequent use of this type of PES can be quite effective. If a laboratory has to put experienced personnel on the project and has to ensure proper instrument calibration to handle the single blinds, then laboratory fraud is deterred.

A double blind PES is a sample submitted to evaluate the performance of a laboratory to perform analyses on a sample of known concentration and identity (i.e., known only to the parties submitting the PES to the laboratory). The concentration and identity of the double blind PES is not known by the laboratory. Double blind PES labeling, packaging and chemical composition mimics those of the routine samples, masking the identity of the sample to the laboratory. Double blind PES are submitted concurrently with site samples to increase the overall level of confidence in the defensibility of data when the results submitted by the laboratory fall within acceptance ranges.

These performance tests will be conducted on at least a quarterly basis per request of WV VNF.

- **4.1.2.8** We will perform chemical analyses of specimens to determine use of the following drugs:
 - Amphetamines
 - Cannabinoids
 - Cocaine
 - Opiates
 - Phencyclidines
 - Barbituates
 - Benzodiazepines
 - Methadone
 - Propoxyphene
 - Methaqualone
 - Oxycodone

- Marijuana
 - Alcohol
 - Others as deemed prudent and/or necessary
- **4.1.2.9** A confirmatory Gas Chromatography/Mass Spectrometry (GC/MS) test will be performed on all positive results.
 - **4.1.2.10**
Norton Medical, as part of its services, will provide a Certified Medical Review Officer (MRO), certified in accordance with 49 CFR Part 40. Proof of certification is provided below.



○

- **4.1.2.11** After Norton receives results from the laboratory, a PDF of complete DOT-compliant results, signed by Dr. Zablen, becomes available to print or download through Norton's secure site. You can also get reports via email, as well as US mail. Tests results are usually returned the next day. The MRO officer's office publishes the website and handles all components required to ensure results will be viewable by WV VNF's designee within three business days. Norton will not reschedule or alter test dates for result reporting purposes.
- **4.1.2.12** Results will be reported as:
 - Positive
 - Negative
 - Abnormal
 - Safety concern
- **4.1.2.12.1** "Abnormal" result will be used when the results of chemical analysis indicate that the properties of the sample are inconsistent with normal human values or that the sample is otherwise invalid.
- **4.1.2.12.2** A "safety concern" result is used when the employee has a valid prescription for the medication but the levels present indicate it is not being taken as prescribed or the effects of the medication may pose a safety risk due to the nature of the employee's work.
- **4.1.2.13** If a test result is challenged by an employee, the original specimen may be retested at said employee's expense.
- **4.2 - 4.2.5** Norton Medical understands and confirms that WV VNF will not reimburse for initial set-up fees or renewal fees, furthermore, that WV VNF will not compensate for no-shows and refusals, nor specimen adulteration assays, improper collection, storage, labeling or testing which results in inaccurate results.
Norton Medical will invoice WV VNF according to all prices quoted, based on a flat rate.

**REQUEST FOR QUOTATION
CRFQ VNF180000009
Drug and Alcohol Testing Services**

10.1.4. Failure to remedy deficient performance upon request.

10.2. The following remedies shall be available to Agency upon default.

10.2.1. Immediate cancellation of the Contract.

10.2.2. Immediate cancellation of one or more release orders issued under this Contract.

10.2.3. Any other remedies available in law or equity.

11. MISCELLANEOUS:

11.1. Contract Manager: During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Paula Rojas
Telephone Number: 800-243-7669
Fax Number: 818-779-1908
Email Address: admin@nortonmedical.com

Rev. 04/14

State of West Virginia
VENDOR PREFERENCE CERTIFICATE

Certification and application is hereby made for Preference in accordance with **West Virginia Code**, §5A-3-37. (Does not apply to construction contracts). **West Virginia Code**, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the **West Virginia Code**. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Vendor Preference, if applicable.

1. **Application is made for 2.5% vendor preference for the reason checked:**
____ Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or**,
____ Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or**,
____ Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; **or**,
2. **Application is made for 2.5% vendor preference for the reason checked:**
____ Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or**,
3. **Application is made for 2.5% vendor preference for the reason checked:**
____ Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or**,
4. **Application is made for 5% vendor preference for the reason checked:**
____ Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; **or**,
5. **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**
____ Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; **or**,
6. **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**
____ Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.
7. **Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with West Virginia Code §5A-3-59 and West Virginia Code of State Rules.**
 Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: Norton Medical Industries

Signed: Marshall Johnson

Date: 12/21/2017

Title: Medical Director

Collection Site

We have established testing with a mobile collection site to ensure West Virginia's Department of Transportation's workers are compliant with their testing. West Virginia Mobile Drug Testing employs 49 CFR Part 40 certified collectors and breath alcohol technicians. WV Mobile Drug Testing requests 24-hour notice for mobile Pre-Employment, Randoms and Return to Work Testing. For Reasonable Cause and Post Accident, call the after hours number. Local site testing is provided for all testing required at a convenient, affordable, local site. , Norton Medical below has provided WV VNF with convenient collection site option.

ATTACHMENT 4-SITE LIST A

FOR DRUGS AND/OR ALCOHOL TESTING - URINE COLLECTION AND/OR BREATH ALCOHOL TESTING SITES

Employer Site County	Estimated No. of Employees at site	NORMAL COLLECTION site address / phone # normal business hours	After Hours WEEKEND/HOLIDAY Collections
Bridgeport		Name Bridgeport Express Care Address 1370 Johnson Ave City.ST.Zip Bridgeport, WV 26330 Phone 3048423330 Fax Hours M/F 0800-2000 Sat. Sun: Types	
Bridgeport		Name WEST VIRGINIA MOBILE DRUG TESTING Address 1370 Johnson Ave City.ST.Zip Bridgeport, WV 26330 Phone 3049333651 Fax 3049333657 Hours M/F 0100-2400 Sat. 0900-1700 Sun: 0900-1700 Types Both Urine & Breath	WEST VIRGINIA MOBILE DRUG TESTING 1370 Johnson Ave Bridgeport WV 26330 Methods: Mobile & 24HR Types: Both Urine & Breath

References

City of El Paso, Texas HR, Mass Transit, Fire

El Paso, Texas – Client since 2014 (3 years)

Contact: Antimo Carreon, CarreonAD@elpasotexas.gov, (915) 212-0043

For three years, Norton Medical has been providing testing for those employed by El Paso's airport, fleet services, Parks & Recreation, Public Service Board (EPWU), Environmental Services and Department of Transportation, as well as their Fire department. All testing complies with relevant regulations from DOT, FTA and FAA, including "DOT lookalike" testing for the fire departments.

Wyoming Department of Corrections

1934 Wyott Dr, Suite 100, Cheyenne, Wyoming – Client since 2001 (16 years)

Contact Name: Derek Teneyck, Derek.teneyck@wyo.gov, (307) 777-5485

Since 2001, Norton Medical Industries has been providing drug testing services for all correctional officers in the State of Wyoming. In order to guarantee favorable random selection for work sites with fewer numbers of employees, Norton Medical established a statewide consortium.

Golden Empire Transit – City of Bakersfield's Public Transit

Contact: Jeanie Hill, jhill@getbus.org

Telephone Number: 661-869-6311

Client Since: 1996 (21 years)

Golden Empire Transit District became a client of Norton Medical's in 1996.

Golden Empire Transit District is a citywide bus system for the city of Bakersfield, California. Norton Medical Industries provides drug and alcohol testing programs for hundreds of Golden Empire Transit employees. The company requires pre-employment, random, reasonable suspicion, and post accident testing. All collection sites are coordinated based on the company's location. All collection sites provided adhere to federal DOT standards. In addition, all necessary educational materials as required by the agency are provided (i.e., covered worker books, supervisor training, and online access for full program review).

Los Angeles City Department of Transportation Taxicab Regulation Division

Contact Name: Brian Bass, Brian.Bass@lacity.org

Contact Number: 213-928-9735

Client Since: 2001 (16 years)

The City of Los Angeles Department approved Norton Medical Industries' Testing program in 2001 and began enrolling and referring taxi companies who had to meet their regulations. The LADOT has approximately 4,000-permitted taxi drivers currently enrolled in Norton Medical's testing program. Norton Medical Industries developed the random drug testing program for the Los Angeles DOT-Taxi Division and further expanded by meeting stricter testing requirements for the cities of Pasadena, West Hollywood, Beverly Hills, Culver City, and Santa Monica. LADOT requires pre-employment, random, annual, reasonable suspicion, and post accident testing. Norton Medical provides all necessary educational materials as required by the agency (i.e., covered worker books, supervisor training, and online access for full program review.)

Orange County Taxi Administration Program

Orange County Transportation Authority (OCTA)

Contact Name: JoAnne Bravo, jbravo@octa.net

Contact Number: 714-560-5029

Client Since: 2003 (14 years)

Orange County Taxi Administration Program (OCTAP) approved Norton Medical Industries' Testing program in 2003 and began enrolling and referring taxi companies who had to meet their regulations. OCTAP has approximately 1600 licensed taxi drivers currently enrolled in Norton Medical's testing program. Norton Medical industries developed the random drug-testing program of OCTAP and provided all necessary educational materials as required by the agency (i.e., covered worker books, supervisor training, and online access for full program review.) OCTAP required pre-employment, random, annual, reasonable suspicion, and post accident testing. Norton Medical utilizes hundreds of collection sites throughout Southern California to meet their testing needs, including 24-hour sites.

Client Performance Appraisals

PAST PERFORMANCE EVALUATION FORM

(Check appropriate box)

Offeror: Norton Medical Industries

Performance Elements	Excellent	Good	Acceptable	Poor	Unacceptable
Quality of Services/ Work	X				
Timeliness of Performance	X				
Cost Control	X				
Business Relations	X				
Customer Satisfaction	X				

- Name & Title of Evaluator: Jeannine Brands
- Signature of Evaluator: Jeannine Brands
- Name of Organization: Los Angeles Dept. of Transportation
- Telephone Number of Evaluator: 213-972-8403
- State type of service received: drug testing program
- State Contract Number, Amount and period of Performance multiple accounts Since 2001-present!
- Remarks on Excellent Performance: Provide data supporting this observation. Continue on separate sheet if needed)
great service, great price, always on time!
- Remarks on unacceptable performance: Provide data supporting this observation. (Continue on separate sheet if needed)

PEPPERDINE UNIVERSITY

June 30, 2016

To whom it may concern:

Norton Medical Industries serves as our third party administrator for Pepperdine University's drug and alcohol testing program. The University has worked with Norton Medical since 1997, and we have been very pleased with their performance and customer service. The staff are highly knowledgeable and are eager to assist when we have needed their services.

Sincerely,



Christine Hannick
Benefits Specialist
Pepperdine University
Malibu, CA 90263
310.506.7358

24255 Pacific Coast Highway, Malibu, California 90263 ▪ 310-506-4397



November 21, 2017

To: Whom It May Concern
Re: Professional Business Reference

Dear Sirs:

I have professionally worked with Norton Medical directly for over 10 years. My company first opened our account in 2001. Since then we have opened 11 more, making a total of 12 active accounts and handling 1,726 drivers. They have always responded to my requests promptly and resolved any of my issues in a timely manner.

Additionally, we find their employees to be efficient, courteous and professional in all their dealings with us. I would highly recommend this company for your needs.

Any questions, feel free to contact me at (310)851-5081

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Calvin", is written over a light blue horizontal line.

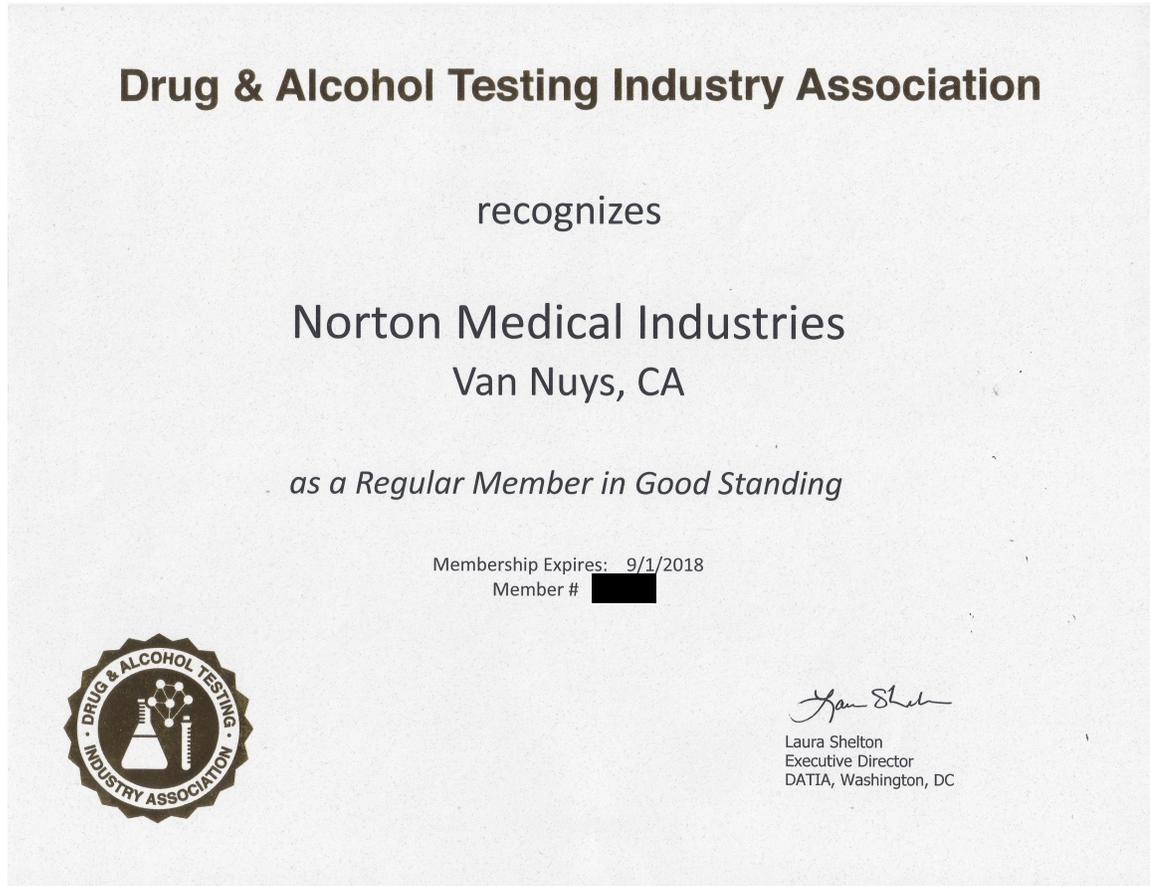
Mark Calvin
Operations Manager

..A. TAXI CO-OP ■ DBA YELLOW CAB ■ LONG BEACH YELLOW CAB ■ SOUTH BAY YELLOW CAB CO-OP ■ UNITED CHECKER CAB CO-OP ■ FIESTA TAXI CO-OP
MANHATTAN YELLOW CAB ■ 1-800-TAXICAB
2129 W. ROSECRANS AVENUE ■ GARDENA, CA 90249 ■ (310) 715-1968

Certifications

Certificates and Certifications

Norton Medical DATIA Certification



Laboratory SAMHSA Accreditation



Insurance Certificates

ACORD®		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 12/05/2017		
<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p> <p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</p>						
PRODUCER ME Insurance Services 16060 Ventura Blvd., #193 Encino, CA 91436			CONTACT NAME: PHONE (A/C, No, Ext): 818.386.9630 FAX (A/C, No): 818.386.9635 E-MAIL: meinsurance1@gmail.com ADDRESS:			
INSURED Norton Medical Industries 6265 Sepulveda Blvd., #13 Sherman Oaks CA 91411			INSURER(S) AFFORDING COVERAGE INSURER A: Fireman's Fund INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:			
COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
X	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		AZC80880202	12/15/2017	12/15/2018	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Certificate Holder is hereby added as an "Additional Insured" in relation to "Contract 16-192".						
CERTIFICATE HOLDER			CANCELLATION			
Harford County Maryland 220 S. Main street Bel Air, MD 21014			SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE			

ACORD 25 (2016/03)

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/05/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Warner Pacific Insurance 32110 Agoura Rd Westlake Village CA 91361		CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL: ADDRESS:	
INSURED NORTON MEDICAL INDUSTRIES INC 6265 SEPULVEDA BOULEVARD #13 VAN NUYS CA 91411		INSURER(S) AFFORDING COVERAGE INSURER A: Employers Preferred Insurance Company NAIC # 10346 INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** CL1710506828 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPIOP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N	EIG116191608	07/01/2017	07/01/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Harford County, Maryland 220 S. Main St Bel Air MD 21014	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Cashley Fuentes</i>
---	--

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Secure Website Demonstration

Norton's Web Interface Video

<https://www.youtube.com/watch?v=si8Z4H-TZWA>

Manager Control Center Video

<https://www.youtube.com/watch?v=DMMNnfAYQP0>

Website Screen Captures

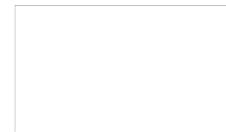
Employee Random List

Frequency: Monthly Tests Required This Month!	Total Workers: 386 Selected to Test: 17
--	--

This is a record of random testing for Yellow Cab of Greater Orange. Please retain for your records.

If your company has random selections, please proceed to do the following:

1. Please retain for your records.
2. Random tests must be completed by end of this month.
3. Once you notify the worker/s selected, he/she must proceed to the collection site IMMEDIATELY.
4. Record the date and time you notify the worker. Keep this form for your records.
5. Attach the Employer Blue copy of the chain of custody form from the collection site to this notification to verify the worker has been tested.



Worker/s marked Sel are the ones required to test. The DER must call (800) 243-7669 or e-mail paula@nortonmedical.com to request an alternate selection if the worker/s selected cannot complete the random selection this month.

NOTE: When you click = 'SET DNG + ALT', the current person will be unselected and marked as 'DNG' (did not go) and a new Alternate will be automatically selected from the pool, and marked as selected (w/ Alt. note).
If you have any questions, please contact our office (800) 243-7669.

Workers selected to test for this period: 17

- Random Selection
- Can record when a worker went for a test
- Can record why a worker did not test
- Automatic Alternate Selection

Client ID	First Name	Last Name	Cell Phone	Driver ID	Corp ID	Drivers Licence	Required	Taken	Date Taken	Time Taken	Date/Time Sent	Edit Sent Date/Time	Reason (did not go)	SET to DNG & ADD Alternate	Edit Only Reason No Alternate	Drug-Alcohol Authorization Form	Med Exam Authorization Form
622	[REDACTED]	[REDACTED]	744-444-1178	621...	[REDACTED]	[REDACTED]	Drug DNG (ALT)	No				Edit Date	Vacation	SET DNG + ALT	Edit Reason	Auth Form	Med Auth
13832	[REDACTED]	[REDACTED]	[REDACTED]	625...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/28/2015	12:24		Edit Date		SET DNG + ALT	Edit Reason	Auth Form	Med Auth
14342	[REDACTED]	[REDACTED]	[REDACTED]	607...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/03/2015	10:45		Edit Date		SET DNG + ALT	Edit Reason	Auth Form	Med Auth
15291	[REDACTED]	[REDACTED]	744-444-1261	548...	[REDACTED]	[REDACTED]	Drug DNG	No				Edit Date	Vacation	SET DNG + ALT	Edit Reason	Auth Form	Med Auth
12215	[REDACTED]	[REDACTED]	844-444-1123	553...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/18/2015	10:52		Edit Date		SET DNG + ALT	Edit Reason	Auth Form	Med Auth
14993	[REDACTED]	[REDACTED]	[REDACTED]	613...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/11/2015	16:37		Edit Date		SET DNG + ALT	Edit Reason	Auth Form	Med Auth
14964	[REDACTED]	[REDACTED]	[REDACTED]	622...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/24/2015	14:02		Edit Date		SET DNG + ALT	Edit Reason	Auth Form	Med Auth
17607	[REDACTED]	[REDACTED]	744-444-1147	565...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/12/2015	20:04		Edit Date		SET DNG + ALT	Edit Reason	Auth Form	Med Auth
31883	[REDACTED]	[REDACTED]	244-444-1164	375...	[REDACTED]	[REDACTED]	Drug DNG (ALT)	No				Edit Date	Vacation	SET DNG + ALT	Edit Reason	Auth Form	Med Auth
39306	[REDACTED]	[REDACTED]	344-444-1169	619...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/21/2015	08:05		Edit Date		SET DNG + ALT	Edit Reason	Auth Form	Med Auth
36933	[REDACTED]	[REDACTED]	344-444-1167	405...	[REDACTED]	[REDACTED]	Drug Sel (ALT)	Yes	08/26/2015	12:43		Edit Date		SET DNG + ALT	Edit Reason	Auth Form	Med Auth
15233	[REDACTED]	[REDACTED]	[REDACTED]	607...	[REDACTED]	[REDACTED]	Drug Sel (ALT)	Yes	08/20/2015	17:14		Edit Date		SET DNG + ALT	Edit Reason	Auth Form	Med Auth
10038	[REDACTED]	[REDACTED]	744-444-1169	573...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/30/2015	11:24		Edit Date		SET DNG + ALT	Edit Reason	Auth Form	Med Auth
14836	[REDACTED]	[REDACTED]	744-444-1165	563...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/08/2015	11:48		Edit Date		SET DNG + ALT	Edit Reason	Auth Form	Med Auth
15360	[REDACTED]	[REDACTED]	[REDACTED]	575...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/19/2015	14:45		Edit Date		SET DNG + ALT	Edit Reason	Auth Form	Med Auth
13725	[REDACTED]	[REDACTED]	[REDACTED]	570...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/07/2015	06:24		Edit Date		SET DNG + ALT	Edit Reason	Auth Form	Med Auth
3772	[REDACTED]	[REDACTED]	744-444-1163	553...	[REDACTED]	[REDACTED]	Drug DNG (ALT)	No				Edit Date	Vacation	SET DNG + ALT	Edit Reason	Auth Form	Med Auth
16159	[REDACTED]	[REDACTED]	[REDACTED]	617...	[REDACTED]	[REDACTED]	Drug DNG	No				Edit Date	OCTAP Permit Not Finalized	SET DNG + ALT	Edit Reason	Auth Form	Med Auth
Jody J. Porter	Gathogo	[REDACTED]	[REDACTED]	626...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/25/2015	22:09		Edit Date		SET DNG + ALT	Edit Reason	Auth Form	Med Auth

Secure Website Demonstration

Norton's Web Interface Video

<https://www.youtube.com/watch?v=si8Z4H-TZWA>

Manager Control Center Video

<https://www.youtube.com/watch?v=DMMNnfAYQP0>

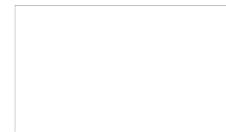
Website Screen Captures

Employee Random List

Test Frequency: Monthly Tests Required This Month!	Total Workers: 386 Selected to Test: 17
---	--

This is a record of random testing for Yellow Cab of Greater Orange. Please retain for your records. If your company has random selections, please proceed to do the following:

1. Please retain for your records.
2. Random tests must be completed by end of this month.
3. Once you notify the worker/s selected, he/she must proceed to the collection site IMMEDIATELY.
4. Record the date and time you notify the worker. Keep this form for your records.
5. Attach the Employer Blue copy of the chain of custody form from the collection site to this notification to verify the worker has been tested.



Workers marked Sel are the ones required to test. The DER must call (800) 243-7669 or e-mail paula@nortonmedical.com to request an alternate selection if the worker/s selected cannot complete the random selection this month.

NOTE: When you click = 'SET DNG + ALT', the current person will be unselected and marked as 'DNG' (did not go) and a new Alternate will be automatically selected from the pool, and marked as selected (w/ Alt. note).
If you have any questions, please contact our office (800) 243-7669.

Workers selected to test for this period: 17

Random Selection
Can record when a worker went for a test
Can record why a worker did not test
Automatic Alternate Selection

Client ID	First Name	Last Name	Cell Phone	Driver ID	Corp ID	Drivers Licence	Required	Taken	Date Taken	Time Taken	Date/Time Sent	Edit Sent Date/Time	Reason (did not go)	SET to DNG & ADD Alternate	Edit Only Reason No Alternate	Drug-Alcohol Authorization Form	Med Exam Authorization Form
622	[REDACTED]	[REDACTED]	744-444-1178	621...	[REDACTED]	[REDACTED]	Drug DNG (ALT)	No				Edit Date	Vacation	SET DNG + ALT.	Edit Reason	Auth Form	Med Auth
13832	[REDACTED]	[REDACTED]	[REDACTED]	625...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/28/2015	12:24		Edit Date		SET DNG + ALT.	Edit Reason	Auth Form	Med Auth
14342	[REDACTED]	[REDACTED]	[REDACTED]	607...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/03/2015	10:45		Edit Date		SET DNG + ALT.	Edit Reason	Auth Form	Med Auth
15291	[REDACTED]	[REDACTED]	744-444-1261	548...	[REDACTED]	[REDACTED]	Drug DNG	No				Edit Date	Vacation	SET DNG + ALT.	Edit Reason	Auth Form	Med Auth
12215	[REDACTED]	[REDACTED]	844-444-1123	553...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/18/2015	10:52		Edit Date		SET DNG + ALT.	Edit Reason	Auth Form	Med Auth
14993	[REDACTED]	[REDACTED]	[REDACTED]	613...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/11/2015	16:37		Edit Date		SET DNG + ALT.	Edit Reason	Auth Form	Med Auth
14964	[REDACTED]	[REDACTED]	[REDACTED]	622...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/24/2015	14:02		Edit Date		SET DNG + ALT.	Edit Reason	Auth Form	Med Auth
17607	[REDACTED]	[REDACTED]	744-444-1147	565...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/12/2015	20:04		Edit Date		SET DNG + ALT.	Edit Reason	Auth Form	Med Auth
11883	[REDACTED]	[REDACTED]	244-444-1164	375...	[REDACTED]	[REDACTED]	Drug DNG (ALT)	No				Edit Date	Vacation	SET DNG + ALT.	Edit Reason	Auth Form	Med Auth
89306	[REDACTED]	[REDACTED]	344-444-1169	619...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/21/2015	08:05		Edit Date		SET DNG + ALT.	Edit Reason	Auth Form	Med Auth
68933	[REDACTED]	[REDACTED]	344-444-1167	405...	[REDACTED]	[REDACTED]	Drug Sel (ALT)	Yes	08/26/2015	12:43		Edit Date		SET DNG + ALT.	Edit Reason	Auth Form	Med Auth
15233	[REDACTED]	[REDACTED]	[REDACTED]	607...	[REDACTED]	[REDACTED]	Drug Sel (ALT)	Yes	08/20/2015	17:14		Edit Date		SET DNG + ALT.	Edit Reason	Auth Form	Med Auth
10038	[REDACTED]	[REDACTED]	744-444-1169	573...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/30/2015	11:24		Edit Date		SET DNG + ALT.	Edit Reason	Auth Form	Med Auth
14836	[REDACTED]	[REDACTED]	744-444-1165	563...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/08/2015	11:48		Edit Date		SET DNG + ALT.	Edit Reason	Auth Form	Med Auth
15360	[REDACTED]	[REDACTED]	[REDACTED]	575...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/19/2015	14:45		Edit Date		SET DNG + ALT.	Edit Reason	Auth Form	Med Auth
13725	[REDACTED]	[REDACTED]	[REDACTED]	570...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/07/2015	06:24		Edit Date		SET DNG + ALT.	Edit Reason	Auth Form	Med Auth
1772	[REDACTED]	[REDACTED]	744-444-1163	553...	[REDACTED]	[REDACTED]	Drug DNG (ALT)	No				Edit Date	Vacation	SET DNG + ALT.	Edit Reason	Auth Form	Med Auth
16159	[REDACTED]	[REDACTED]	[REDACTED]	617...	[REDACTED]	[REDACTED]	Drug DNG	No				Edit Date	OCTAP Permit Not Finalized	SET DNG + ALT.	Edit Reason	Auth Form	Med Auth
10000	[REDACTED]	[REDACTED]	[REDACTED]	626...	[REDACTED]	[REDACTED]	Drug Sel	Yes	08/25/2015	22:09		Edit Date		SET DNG + ALT.	Edit Reason	Auth Form	Med Auth

Active Employee List



- Log Out
- Home
- Client
- Info
- Tests
- Current
- Search
- Randoms
- Selections
- New! Random Report Card
- Workers
- Current List
- Search
- Archive List
- Termination List
- Invoices
- Current
- Other
- Print DOT Drug-Alcohol Program Certificate
- MORE FORMS
- SAP Collection Sites
- Info

[Redacted Client Information]

Active Covered Worker List

Workers can be removed from the pool on line

Today's Date is: **September 8th, 2015** x

Page 1 of 3 | [Next](#) | [Last](#)

Workers List - Active Workers: 266 - This Page: 100 Workers

You can terminate any worker by clicking the terminate link next to their name
 Click to view [Recently Terminated](#) workers - [Printer Friendly Report](#)

Terminate This Worker	Client ID	First Name	Last Name	Division	Division ID	Emp. ID	Status	Corp ID	Date Entered	Date LastDrugTest	D.
Terminate	786	[REDACTED]	[REDACTED]			563...	Active		01/07/2015	06/22/2015	
Terminate	786	[REDACTED]	[REDACTED]			547...	Active		06/09/2015	06/08/2015	
Terminate	786	[REDACTED]	[REDACTED]			551...	Active		08/27/2015	08/25/2015	
Terminate	786	[REDACTED]	[REDACTED]			570...	Active		03/09/2015	03/16/2015	
Terminate	786	[REDACTED]	[REDACTED]			619...	Active		09/22/2009	01/26/2012	
Terminate	786	[REDACTED]	[REDACTED]			562...	Active		07/31/1996	08/13/2015	
Terminate	786	[REDACTED]	[REDACTED]			605...	Active		03/02/2015	02/26/2015	
Terminate	786	[REDACTED]	[REDACTED]			573...	Active		06/25/2014	06/23/2014	
Terminate	786	[REDACTED]	[REDACTED]			548...	Active		11/09/2000	12/11/2013	
Terminate	786	[REDACTED]	[REDACTED]			585...	Active		08/25/2015	08/24/2015	
Terminate	786	[REDACTED]	[REDACTED]			607...	Active		05/20/2015	05/19/2015	
Terminate	786	[REDACTED]	[REDACTED]			563...	Active		03/04/2014	03/03/2014	
Terminate	786	[REDACTED]	[REDACTED]			563...	Active		12/10/2009	04/17/2012	
Terminate	786	[REDACTED]	[REDACTED]			562...	Active		06/09/2015	06/02/2015	
Terminate	786	[REDACTED]	[REDACTED]			566...	Active		10/28/2009	08/24/2011	
Terminate	786	[REDACTED]	[REDACTED]			617...	Active		09/01/2006	01/15/2012	

Results Page



[Log Out](#)

Home

Client

- Intro
- Tests
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 - Search
- Randoms
 - Selections
 - New! Random Report Card
- Workers
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 - Search
 - Archive List
 - Termination List
- Invoices
 - Current
- Other
 - Print DOT Drug-Alcohol Program

Today is: 09/08/15

Our Company Policy for Negative Dilute Urine Drug Tests is: For negative dilute samples with creatinine 2-5 The worker has to return for another collection under direct observation with no prior notification.

Tests Lists from June 2015 - Tests Found: 63 - This Page: 63 Tests

Print	Name	Test Date	Test Report Date	Type	Kind	Outcom
Print	[Redacted]	09/02/2015	09/03/2015	Alcohol	Random	Negativ
Print	[Redacted]	09/02/2015	09/03/2015	Drug	Random	Negativ
Print	[Redacted]	09/01/2015	09/02/2015	Drug	Pre Employment	Negativ
Print	[Redacted]	08/26/2015	08/27/2015	Drug	Random	Negativ
Print	[Redacted]	08/25/2015	08/26/2015	Drug	Pre Employment	Negativ
Print	[Redacted]	08/25/2015	08/26/2015	Drug	Pre Employment	Negativ
Print	[Redacted]	08/25/2015	08/26/2015	Drug	Pre Employment	Negativ
Print	[Redacted]	08/25/2015	08/26/2015	Drug	Pre Employment	Negativ
Print	[Redacted]	08/25/2015	08/26/2015	Drug	Pre Employment	Negativ
Print	[Redacted]	08/24/2015	08/25/2015	Drug	Pre Employment	Negativ
Print	[Redacted]	08/24/2015	08/25/2015	Drug	Pre Employment	Negativ

Random Report Card Feature

Today's Date is: **September 8th, 2015**
 Note: DNG = Did Not Go and ALT = Alternate

01/01/2015 Drug Test Active: 398 SEL: 18 Complete: 18 Incomplete: 0

ID	Emp ID	Last	First	Required	Test Date	Note
43891				Drug DNG	---	
42794				Drug Sel	01/31/2015	ALT
40473				Drug DNG	---	ALT
39593				Drug Sel	01/02/2015	
44723				Drug DNG	---	ALT
42435				Drug DNG	---	
42788				Drug Sel	01/01/2015	
44467				Drug DNG	---	
31212				Drug Sel	01/01/2015	
10149				Drug Sel	01/30/2015	ALT
43628				Drug Sel	01/12/2015	
35995				Drug Sel	01/15/2015	
16427				Drug Sel	01/28/2015	ALT
43191				Drug Sel	01/21/2015	ALT
17416				Drug Sel	01/09/2015	
44593				Drug DNG	---	
40545				Drug Sel	01/09/2015	
9792				Drug Sel	01/15/2015	
31144				Drug Sel	01/03/2015	
18711				Drug Sel	01/23/2015	ALT
9773				Drug Sel	01/11/2015	
44836				Drug DNG	---	ALT
9714				Drug DNG	---	ALT
10214				Drug Sel	01/23/2015	ALT
27790				Drug Sel	01/04/2015	
29052				Drug Sel	01/01/2015	

MIS Reports

Good Business (Client ID#: **11586**)

John Smith
123 Main St
Anytown, CA 12345

Today's Date is: **01/24/13**

M.I.S. REPORTS

Choose a Range...

Hint: For Date Range Searches: Fill in all *6* Fields

	Month	Day	Year
Start:	<input type="text"/>	<input type="text"/>	<input type="text"/>
End:	<input type="text"/>	<input type="text"/>	<input type="text"/>

Or Pick Full Year...

Full Year:

Division:

Search

Sample M.I.S. Report:

Return U.S. DEPARTMENT OF TRANSPORTATION DRUG AND ALCOHOL TESTING MIS DATA COLLECTION FORM
 Calendar Year Covered by this Report: **2010** OMB No. 2105-0529

I. Employer:
 Company Name: **Good Business** (Client ID# **11586**)
 Doing Business As (DBA) Name (if applicable):
 Address: **123 Main St Anytown, CA 12345** E-mail: **johnsmith@goodbusiness.com**
 Name of Certifying Official: **John Smith** Signature: _____
 Telephone: (____) **818-123-4567** Date Certified: _____
 Prepared by (if different): _____ Telephone: (____) _____

C/TPA Name and Telephone (if applicable): **Norton Medical Industries** (____) **818 779 1900**
Check the DOT agency for which you are reporting MIS data; and complete the information on that same line as appropriate:
 FMCSA – Motor Carrier: DOT #: _____ Owner-operator: (circle one) YES or NO Exempt (Circle One) YES or NO
 FAA – Aviation: Certificate # (if applicable): _____ Plan / Registration # (if applicable): _____
 RSPA – Pipeline: (Check) Gas Gathering _____ Gas Transmission _____ Gas Distribution _____ Transport Hazardous Liquids _____ Transport Carbon Dioxide _____
 FRA – Railroad: Total Number of observed/documentated Part 219 “Rule G” Observations for covered employees: _____
 USCG – Maritime: Vessel ID # (USCG- or State-Issued): _____ (If more than one vessel, list separately.)
 FTA – Transit

II. Covered Employees: (A) Enter Total Number Safety-Sensitive Employees In All Employee Categories:

(B) Enter Total Number of Employee Categories:

(C)

Employee Category	Total Number of Employees in this Category

If you have multiple employee categories, complete Sections I and II (A) & (B). Take that filled-in form and make one copy for each employee category and complete Sections II (C), III, and IV for each separate employee category.

III. Drug Testing Data:

1	2	3	4	5	6	7	8	9	10	11	12	13
---	---	---	---	---	---	---	---	---	----	----	----	----

Type of Test	Total Number Of Test Results (the sum of Column 2, 3, 9, 10, 11, and 12)	Verified Negative Results	Verified Positive Results – For One Or More Drugs	Positive For Marijuana	Positive For Cocaine	Positive For PCP	Positive For Opiates	Positive For Amphetamines	Refusal Results				
									Adulterated	Substituted	“Shy Bladder” – With No Medical Explanation	Other Refusals To Submit To Testing	Cancelled Results
Pre-Employment	9	6	2	1	1	0	0	0	0	0	0	0	0
Random	3	3	0	0	0	0	0	0	0	0	0	0	0
Post-Accident	0	0	0	0	0	0	0	0	0	0	0	0	0
Reasonable Susp./Cause	0	0	0	0	0	0	0	0	0	0	0	0	0
Return-to-Duty	0	0	0	0	0	0	0	0	0	0	0	0	0
Follow-Up	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	12	9	7	1	1	0	0	0	0	0	0	0	0

IV. Alcohol Testing Data:

Type of Test	Total Number Of Screening Test Results (Should equal the sum of Columns 2, 3, 7, and 8)	Screening Tests With Results Below 0.02	Screening Tests With Results 0.02 Or Greater	Number Of Confirmation Tests Results	Confirmation Tests With Results 0.02 Through 0.039	Confirmation Tests With Results 0.04 Or Greater	Refusal Results		
							“Shy Lungs” – With No Medical Explanation	Other Refusals To Submit To Testing	Cancelled Results
Pre-Employment	0	0	0	0	0	0	0	0	0
Random	0	0	0	0	0	0	0	0	0
Post-Accident	0	0	0	0	0	0	0	0	0
Reasonable Susp./Cause	0	0	0	0	0	0	0	0	0
Return-to-Duty	0	0	0	0	0	0	0	0	0
Follow-Up	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0



Blank Authorization Form

NORTON MEDICAL INDUSTRIES

Drug Programs To Comply With Federal Regulations
6265 Sepulveda Blvd. Van Nuys Ca. 91411-1130
(800) 243-7669 • (818) 779-1900 • Fax (818) 779-1908

Drug & Alcohol Testing Authorization Form

Company Information:

Client #:

Company: _____ Contact: _____

Address: _____

City/ST/Zip: _____

PHONE #: _____ FAX #: _____

D.E.R is: _____

Employee's Name: _____

Drivers License#: _____ Social Security# _____

Notification Date: _____ Notification Time: _____ AM/PM

Signature of D.E.R: _____

Following test(s) to be performed: NON-DOT FMCSA FTA FAA PHMSA USCG

Reason For Test:

Type of Test:

Random

Drug

Pre Employment

Breath Alcohol

Post Accident

Drug & Breath Alcohol

Return to Duty

Physical

Reasonable Cause

Follow-up

Other(Specify)

DIRECT OBSERVATION is required by DOT for Return to Duty' and 'Follow Up' Tests

Is this test for **DIRECT OBSERVATION**? DIRECT OBSERVATION (Yes or NO): _____

Program Manager Signature: _____



Attention Collector

Fax back to: _____ *once service is complete*

Arrival Date: _____ Arrival Time: _____ Departure Time: _____

Signature of clinic rep.: _____

FAX BACK TO THE FOLLOWING # _____ ONCE SERVICES COMPLETE

Cost – Exhibit A

Exhibit A CRFQ VNF180000009

Any anticipated travel must be incorporated into the vendor's fee. No travel will be reimbursed by the State and is the sole responsibility of the vendor. Vendor must include the cost of a certified Medical Review Officer (MRO) in the per test cost.

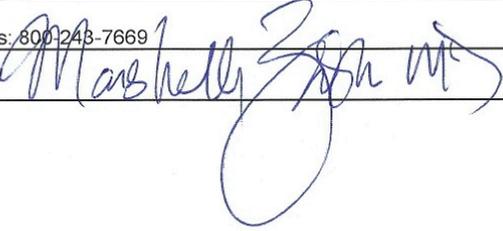
The vendor's quotation must include bids for the following information as outlined:

Item	Service	Estimated Quantity	Unit	Unit Price	Total Price
1.1 A	Pre-Employment Drug Testing - Laboratory Screen (Local Site)	75	tests	\$57.00	\$ 4,275.00
1.1 B	Pre-Employment Alcohol Testing (Local Site)	75	tests	\$49.00	\$ 3,675.00
1.2 A	Reasonable Suspicion Drug Testing - Preliminary On-Site Screen	10	tests	\$125.00	\$ 1,250.00
1.2 B	Reasonable Suspicion Drug Testing - Laboratory Screen	10	tests	\$125.00	\$ 1,250.00
1.2 C	Reasonable Suspicion Alcohol Testing	15	tests	\$125.00	\$ 1,875.00
1.3 A	Post-Accident Drug Testing - Preliminary On-Site Screen	5	tests	\$125.00	\$ 625.00
1.3 B	Post-Accident Drug Testing - Laboratory Screen	5	tests	\$125.00	\$ 625.00
1.3 C	Post-Accident Alcohol Testing	5	tests	\$125.00	\$ 625.00
1.4 A	Return to Work Drug Testing - Laboratory Screen (Local Site)	25	tests	\$69.00	\$ 1,725.00
1.4 B	Return to Work Alcohol Testing (Local Site)	25	tests	\$49.00	\$ 1,225.00
4.1.1.17.1	Collection Expert Testimony	10	hours	\$100.00	\$ 1,000.00
4.1.1.17.2	Laboratory Expert Testimony	10	hours	\$100.00	\$ 1,000.00
4.1.1.17.3	MRO Expert Testimony	10	hours	\$100.00	\$ 1,000.00
4.1.1.17.4	Collection Expert Testimony at Deposition	10	hours	\$100.00	\$ 1,000.00
4.1.1.17.5	Laboratory Expert Testimony at Deposition	10	hours	\$100.00	\$ 1,000.00
4.1.1.17.6	MRO Expert Testimony at Deposition	10	hours	\$0.00	\$ -
4.1.2.8	Blind Performance Tests (One Per Quarter)	4	tests	\$57.00	\$ 228.00
				Total Bid Amount	\$ 22,378.00

* Blind Samples are not DOT Required as of 2018.

* MRO Expert Testimony at Deposition will be included at no additional cost.

*Any sample collected at local site is at local site costs. Observed Tests are additional fee included in unit price.

CONTACT INFORMATION	
Vendor Name: Norton Medical Industries	
Vendor Address: 6265 Sepulveda Blvd Ste 13	
Van Nuys, CA 91411	
Vendor Contact Name: Dr. Marshall Zablen, MD	
Vendor Phone Number: 800-243-7669	
Vendor Fax Number: 818-779-1908	
Vendor Email Address: admin@nortonmedical.com	
24-Hr Phone Number for Callback Services: 800-243-7669	
Signature of Authorized Vendor Agent: 	Date: 12/29/2017

Purchasing Affidavit

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL OTHER CONTRACTS: Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: Norton Medical Industries

Authorized Signature: *Marsheel Z...* Date: 12/28/17

State of California

County of Los Angeles, to-wit:

Taken, subscribed, and sworn to before me this 28th day of December, 2017

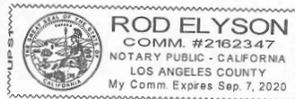
My Commission expires _____, 20____.

AFFIX SEAL HERE

NOTARY PUBLIC

Rod Elyson

Purchasing Affidavit (Revised 07/07/2017)



Addendum Acknowledgement

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ VNF180000009

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:
(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Norton Medical Industries

Company

Authorized Signature

12/29/17

Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.

Revised 11/14/2017