

DRUG TESTING CENTERS OF AMERICA-CHARLESTON
100 LEE STREET WEST
CHARLESTON, WV 25302
PHONE: 304-344-8378, FAX: 304-344-0069

RFQ # DJS010355



If awarded the contract associated with RFQ DJS010355, Drug Testing Centers of America agrees to comply with all specifications of said RFQ.

- ❖ Drug Testing Centers of America shall provide all forms, collections kits and miscellaneous supplies necessary for the collection, transportation, and submission of specimens to the designated laboratory.
- ❖ Drug Testing Centers of America shall provide testing for the drugs specified, and by the method(s) indicated in the RFQ. Results will be reported using the following options:
 - Email notification that results are available for viewing online
 - Email notification of actual results to a secure email address or addresses.
- ❖ We shall maintain back up documentation of results for all reported tests.
- ❖ We shall contract with a lab that maintains the following credentials, and will provide documentation of each prior to award of the bid, as required:
 - Clinical Laboratory License
 - Current Controlled Substance Registration Certificate issued by the DEA
 - CLIA Certified
- ❖ Drug Testing Centers of America shall provide one training session upon award of the contract. This training shall take place in Charleston, WV. All fees and training expenses have been included in the bid.
- ❖ We shall provide technical support by phone or e-mail from 8:00 AM to 8:00 PM Monday through Friday.
- ❖ We agree to provide an expert to be able to testify in regards to the validity of the lab and test results in the event that any results are challenged in court.



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Solicitation

NUMBER
 DJS010355

PAGE
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
 TARA LYLE
 304-558-2544

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE
 Drug Testing Centers of America-Charleston
 100 Lee Street West
 Charleston, WV 25302

SHIP TO

DIVISION OF JUVENILE SERVICES
 VARIOUS LOCALES AS
 INDICATED BY ORDER

DATE PRINTED
 06/14/2012

BID OPENING DATE: 07/12/2012 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		961-48		
DRUG TESTING SERVICES THE WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, WV DIVISION OF JUVENILE SERVICES, IS SOLICITING BIDS TO PROVIDE DRUG TESTING SERVICES FOR VARIOUS JUVENILE CENTERS WITHIN THE STATE, PER THE ATTACHED SPECIFICATIONS. ATTACHMENTS INCLUDE: 1. INSTRUCTIONS TO VENDORS SUBMITTING BIDS. 2. GENERAL TERMS AND CONDITIONS. 3. DJS010355 SPECIFICATIONS. 4. CERTIFICATION AND SIGNATURE PAGE. 5. PURCHASING AFFIDAVIT. 6. RESIDENT VENDOR PREFERENCE (RVP) FORM.						
***** THIS IS THE END OF RFQ DJS010355 ***** TOTAL:						\$ 147,100

SIGNATURE *Julia A. Barker* TELEPHONE 304-344-8378 DATE July 11, 2012
 TITLE VP of Operations FEIN 27-1631636 ADDRESS CHANGES TO BE NOTED ABOVE:

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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 Charleston, WV 25302

SHIP TO

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 INDICATED BY ORDER

DATE PRINTED
07/06/2012

BID OPENING DATE: 07/19/2012

BID OPENING TIME: 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 1		
				SEE ATTACHED PAGES.		
				END OF ADDENDUM NO. 1		
0001	1	LS		061-48		
				DRUG TESTING SERVICES		
***** THIS IS THE END OF RFQ DJS010355 ***** TOTAL:						\$ 147,100

SIGNATURE <i>Julia A. Barker</i>	TELEPHONE 304-344-8378	DATE July 11, 2012
TITLE VP of Operations	FEIN 27-1631636	ADDRESS CHANGES TO BE NOTED ABOVE

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 100 Lee Street West
 Charleston, WV 25302

SHIP TO

DIVISION OF JUVENILE SERVICES
 VARIOUS LOCALES AS
 INDICATED BY ORDER

DATE PRINTED
07/18/2012

BID OPENING DATE: 07/31/2012

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 2		
				SEE ATTACHED PAGES.		
				END OF ADDENDUM NO. 2		
0001	1	LS		961-48		
				DRUG TESTING SERVICES		
***** THIS IS THE END OF RFQ DJS010355 ***** TOTAL:						\$ 147,100

SIGNATURE <i>Julia A. Barker</i>	TELEPHONE 304-344-8378	DATE July 27, 2012
TITLE VP of Operations	FEIN 27-1631636	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

SOLICITATION NUMBER: DJS010355
Addendum Number: 2

The purpose of this addendum is to modify the solicitation identified as DJS010355 ("Solicitation") to reflect the change(s) identified and described below.

Applicable Addendum Category:

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

Description of Modification to Solicitation: To move the bid opening date.

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

ATTACHMENT A

The bid opening date has moved from 07/19/2012 to 07/31/2012. Time remains at 1:30 pm.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: DJS010355

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 checked="" 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 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.

Drug Testing Centers of America- Charleston

Company

Julia A. Barker

Authorized Signature

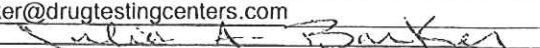
July 27, 2012

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.
Revised 6/8/2012

DJS010355 - Drug Testing Services

Bid Form - Revised 7/6/2012

Item #	Description	Yearly Estimated Quantity	Unit Price	Extended Amount
1	11 panel(C) Urine	3,500 ea	\$ 23	\$ 80,500
2	11 panel(C) Oral	1,500 ea	\$ 28	\$ 42,000
3	6 panel Oral Synthetic	500 ea	\$ 25	\$ 12,500
4	6 panel Urine Synthetic	500 ea	\$ 22	\$ 11,000
5	Onsite Training per the specifications -travel, meals and training expenses must be all inclusive in the bid.	1 day	\$ 600	\$ 600
6	MRO or Lab Rep as Expert Witness	5 hours	\$ 100	\$ 500
Failure to use this form may result in disqualification			GRAND TOTAL:	\$ 147,100
Bidder / Vendor Information:				
Name: Drug Testing Centers of America- Charleston				
Address: 100 Lee Street West				
Charleston, WV 25302				
Phone#: 304-344-8378				
Email Address: julia.barker@drugtestingcenters.com				
Authorized Signature: 				

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CERTIFICATION AND SIGNATURE PAGE

DJS010355

By signing below, I certify that I have reviewed this Solicitation in its entirety; understand the requirements, terms and conditions, and other information contained herein; that I am submitting this bid or proposal for review and consideration; that I am authorized by the bidder to execute this bid or any documents related thereto on bidder's behalf; that I am authorized to bind the bidder in a contractual relationship; and that to the best of my knowledge, the bidder has properly registered with any State agency that may require registration.

Drug Testing Centers of America- Charleston

(Company)

Julia Baker - VP of Operations
(Representative Name, Title)

Phone: 304-344-8378, Fax: 304-344-0069

(Contact Phone/Fax Number)

July 11, 2012

(Date)

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: 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 the debt owed is an amount greater than one thousand dollars in the aggregate.

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.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "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.

EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this 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.

Under penalty of law for false swearing (*West Virginia Code §61-5-3*), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

WITNESS THE FOLLOWING SIGNATURE

Vendor's Name: Drug Testing Centers of America- Charleston

Authorized Signature: Jillia A. Barker Date: July 11, 2012

State of West Virginia

County of Kanawha, to-wit:

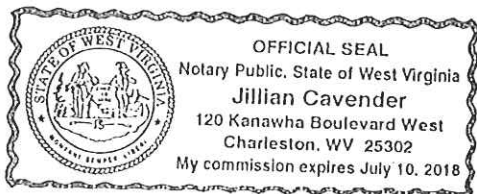
Taken, subscribed, and sworn to before me this 11 day of July, 2012.

My Commission expires July 10, 2018.

AFFIX SEAL HERE

NOTARY PUBLIC

Jillian Cavender



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 Resident Vendor Preference, if applicable.

- 1. Application is made for 2.5% resident 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% resident 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% resident 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% resident 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% resident 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% resident 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.

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: Drug Testing Centers of America Signed: Julia A. Barker
Date: July 11, 2012 Title: VP of Operations

*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.