

DATE: February 7, 2005  
TO: Municipal Clerk  
FROM: Byron E. Johnson, C.P.M.  
Director of Purchasing x 4313   
THRU: Aurora Wells  
Bid Clerk ext. 4038

Please place the following item on the **CONSENT** agenda for the Council Meeting of **FEBRUARY 15, 2005**.

Item should read as follows:

Solicitation No. 2005-086 Drug Testing and Alcohol Screening  
Award to: Kroll Laboratory Specialists  
Gretna, LA  
Item (s): All  
Amount: \$45,150.00 (annual estimate)

Department: Human Resources  
Funds available: Various  
Funding source: Various  
Total award: \$180,600.00 (estimate)  
District (s): All

The Human Resources and Purchasing Departments recommend award as indicated as this vendor has provided the low, responsive, responsible bid meeting specifications.

This is a requirements contract with a term of Forty-Eight (48) months.

Contact person: Ray Heredia, Procurement Analyst at 541-4316.

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AGENDA FOR: **FEBRUARY 15, 2005**  
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**CITY OF EL PASO, TEXAS  
REQUEST FOR COUNCIL ACTION (RCA)**

**DEPARTMENT:** Human Resources

**AGENDA DATE:** February 8, 2005

**CONTACT PERSON/PHONE:** Byron E. Johnson, C.P.M.

**DISTRICT(S) AFFECTED:** ALL

**SUBJECT:**

**APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.**

Approve award of Bid 2005-086 Drug Testing & Alcohol Screening to KROLL Laboratory Specialist, Estimated \$45,150.00/year. KROLL is the lowest responsive bidder meeting specifications. This is a four (4) year contract with no option to renew.

**BACKGROUND / DISCUSSION:**

**Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?**

This contract will allow the City of El Paso to comply with testing requirements under the Department of Transportation regulations for employees operating under safety sensitive functions. Additionally, the contract will allow for pre-employment and reasonable suspicion testing under the City's current Drug Free Workplace policy.

**PRIOR COUNCIL ACTION:**

**Has the Council previously considered this item or a closely related one?**

Yes, prior contracts

**AMOUNT AND SOURCE OF FUNDING:**

**How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?**

Each department has designated funds to provide for payment of drug and alcohol testing. Various funding sources to be used.

**BOARD / COMMISSION ACTION:**

**Enter appropriate comments or N/A**

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**LEGAL:** (if required) \_\_\_\_\_ **FINANCE:** (if required) \_\_\_\_\_

**DEPARTMENT HEAD:**   
(Example: if RCA is initiated by Purchasing, client department should sign also)  
*Information copy to appropriate Deputy City Manager*

**APPROVED FOR AGENDA:** \_\_\_\_\_

**CITY MANAGER:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**PROJECT FORM**

DATE: February 7, 2005

PROJECT: Drug Testing and Alcohol Screening  
SOLICITATION NO: 2005-086  
BUDGET NO: Various  
FUNDING SOURCE: Various  
REPRESENTATIVE DISTRICT(S): All

DEPARTMENT: Human Resources

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RECOMMENDATION: Vendor : Kroll Laboratory Specialists  
Gretna, LA  
Item: All  
Amount: \$45,150.00 (annual estimate)

The Human Resources and Purchasing Departments recommend award as indicated as this vendor has provided the low, responsive, responsible bid meeting specifications.

This is a requirements contract with a term of Forty-Eight (48) months.

BIDS SOLICITED- 52 (41 local)  
BIDS RECEIVED- 4  
"NO BID" RECEIVED 1

CURRENT TAXES PAID- \_\_\_\_\_  
OUT-OF-TOWN- XX

TOTAL RECOMMENDED AWARD: \$180,600.00 (Estimated)

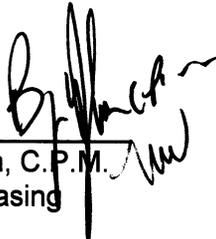
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COUNCIL APPROVED \_\_\_\_\_ REJECTED \_\_\_\_\_ CITY CLERK \_\_\_\_\_

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COUNCIL MEETING DATE: February 15, 2005

APPROVED:

  
\_\_\_\_\_  
Byron E. Johnson, C.P.M.  
Director of Purchasing

**CITY OF EL PASO BID TABULATION**

<b>BID TITLE: DRUG TESTING &amp; ALCOHOL SCREENING</b>					<b>BID NO: 2005-086</b>			
<b>BID DATE: JANUARY 12, 2005</b>					<b>DEPARTMENT: HUMAN RESOURCES</b>			
	<b>CONCENTRA MEDICAL CENTERS EL PASO, TEXAS</b>		<b>EMSI IRVING, TEXAS</b>		<b>KROLL LABORATORY SPECIALIST GRETNA, LA</b>		<b>R E MEDICAL ASSOCIATES EL PASO, TEXAS</b>	
<b>DESCRIPTION</b>	<b>PER SCREEN</b>	<b>EST. YRLY. TOTAL</b>	<b>PER SCREEN</b>	<b>EST. YRLY. TOTAL</b>	<b>PER SCREEN</b>	<b>EST. YRLY. TOTAL</b>	<b>PER SCREEN</b>	<b>EST. YRLY. TOTAL</b>
<b>1. NONREGULATED URINE DRUG SCREENS EST. 300 ANNUALLY</b>	\$30.00	\$9,000.00	\$43.50	\$13,050.00	\$29.00	\$8,700.00	\$25.00	\$7,500.00
<b>2. REGULATED URINE DRUG SCREENS, EST. EST. 600 ANNUALLY</b>	\$35.00	\$21,000.00	\$43.50	\$26,100.00	\$32.00	\$19,200.00	\$30.00	\$18,000.00
<b>3. HAIR TEST DRUG SCREENS 200 EST. ANNUALLY</b>	\$75.00	\$15,000.00	\$45.50	\$9,100.00	\$55.00	\$11,000.00	\$100.00	\$20,000.00
<b>4. BREATH ALCOHOL TEST 50 EST. ANNUALLY</b>	\$15.00	\$3,750.00	\$65.50	\$16,375.00	\$25.00	\$6,250.00	\$20.00	\$5,000.00
<b>YEARLY GRAND TOTAL</b>	\$48,750.00		\$64,625.00		\$45,150.00		\$50,500.00	
					ABILITY TO BILL THE CITY BY		A SERVICE CHARGE OF \$25.00 WILL	
					COLLECTION SITE AT A REDUCED		ADDED FOR CALLS AFTER 6 P.M.	
					COST FOR COLLECTIONS PERFORMED		PLUS DIEM OF .36 CENTS IF OVER	
					AT CERTAIN SITES LISTED		30 MILES OR OUT OF CITY LIMITS	
<b>BIDS SOLICITED: 52</b>		<b>BIDS RECEIVED: 4</b>		<b>BIDS LOCAL: 41</b>		<b>NO BIDS: 1</b>		

Approved By: 

DATE: 1-14-05



# Human Resources Department

## MEMORANDUM

February 2, 2005

**To:** Ray Heredia, Procurement Analyst  
**From:** Terry Bond, Human Resources Director *TB*  
**Re:** Recommendation For Award  
Solicitation 2005-086 Drug Testing and Alcohol Screening

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After thorough review of the four (4) offers for Solicitation 2005-086 Drug Testing and Alcohol Screening, the review committee is recommending award of the bid to the following:

KROLL Laboratory Specialists  
Gretna, LA

Funding code: Various

KROLL Laboratory Specialists was the lowest, responsive and responsible offer received by the City of El Paso which meets specifications. I believe that the services and pricing they have proposed is of great advantage to the functions of the City regarding Drug and Alcohol Testing. Additionally, KROLL has proposed an implementation plan to assist the City during the transition phase, which will make this process a smooth one for all individuals involved. Estimated costs associated with this contract will be \$45,150.00 per year.

Please note that I am returning copies of the bids, per your request, along with this recommendation memorandum. I am also attaching the completed Request for Council Action (RCA), which was previously included in your e-mail to Human Resources. If you have any questions, you may reach me at 541-4509.

<b>Contract Requirements</b>	<b>Concentra Medical Centers</b>	<b>EMSI</b>	<b>KROLL Laboratory Specialist</b>	<b>R E Medical Associates</b>
<b>Certified Laboratory</b>	Advanced Toxicology Network Laboratory	Non-Responsive	KROLL Laboratory Specialist - Gretna, LA	Non-Responsive
<b>Collection Sites and Hours</b>	Concentra - 6320 Gateway Blvd 8am to 6pm Mon-Fri & 2400 Trawood 8am-5pm Mon-Fri	EMSI, 7500 Viscount	4 proposed collection sites - Concentra (2); Genesis; Rio Grande Health Ctr. Hours vary from 8am to 6pm Mon-Fri	Non-Responsive
<b>Certified MRO</b>	Not specified-assuming it is MRO on staff - Dr. Ashit I. Saheba or Dr. Stuart B. Hoffman of Choicepoint	Dr. Jaime Stolar-Mendelsberg, El Paso, TX	Dr. Brian N. Heinen - Eunice, LA	Non-Responsive
<b>Training for City</b>	Non-Responsive	Provide training documentation as required by 49 CFR Part 40.) City training not specified.	Drug Information; Alternative Testing Methodologies, Adulterants and Ways Individuals Attempt to Beat a Drug Test; Collection Procedures. PowerPoint, can customize to meet City's needs.	Non-Responsive
<b>Computer generated random selection</b>	Done by ChoicePoint	Included in cost proposal	2 Computer based methods	Non-Responsive
<b>Qualifications and References</b>				
1) <i>Experience</i>	Responsive	Responsive	Responsive	Non-Responsive
2) <i>References</i>	Responsive	Non-Responsive	Responsive	Non-Responsive
3) <i>MRO References</i>	Responsive	Responsive	Responsive	Non-Responsive
4) <i>Licenses and Certifications</i>	Responsive	Non-Responsive	Responsive	Non-Responsive
<b>Additional Comments</b>	There are exceptions to the contract proposed by Concentra. Purchasing Dept will need to review.	MRO Fees included in cost proposal	Are MRO fees included in cost proposal? Refer to pg. 14	

CONCENTRA MEDICAL CENTERS  
CARLOS M RAMIREZ MD  
6024 AZTECA  
EL PASO TX 79925

ATTN BUSINESS OFFICE  
DOCTORS INN MEDICAL CLINIC  
1865 N LEE TREVINO DR  
EL PASO TX 79936

ATTN TAMYRA DAVIS  
CONCENTRA MEDICAL CENTERS  
6320 GATEWAY EAST BLVD  
EL PASO TX 79905

ATTN BUSINESS OFFICE  
GATEWAY IND MEDICAL CLINIC  
6320 GATEWAY EAST BLVD  
EL PASO TX 79905

ATTN BUSINESS OFFICE  
OCCUPATIONAL HEALTH SVC INC  
9515 GATEWAY WEST BLVD  
EL PASO TX 79925

ATTN BUSINESS OFFICE  
PROVIDENCE MEMORIAL HOSPITAL  
2110 N OREGON ST  
EL PASO TX 79902

ATTN BUSINESS OFFICE HOSPITAL  
RIO VISTA REHABILITATION  
1740 CURIE DR  
EL PASO TX 79902

ATTN DR PHILLIP MCELVAINE  
EP EMERGENCY PHYSICIANS  
GROUP  
2022 MURCHISON DR STE 109  
EL PASO TX 79902

ATTN BUSINESS OFFICE  
EL PASO MEDICAL LABORATORY  
2616 N OREGON ST  
EL PASO TX 79902

ATTN BUSINESS OFFICE  
INSTANT CARE INC  
8051 N LOOP DR  
EL PASO TX 79915

ATTN BUSINESS OFFICE  
MEDICAL LABORATORIES INC  
1810 MURCHISON DR STE 201  
EL PASO TX 79902

ATTN LAWRENCE R SPERBERG  
DRUG ABUSE DETECTION SVC  
2525 PORTER AVE  
EL PASO TX 79930

ATTN SAMUEL ROMAN  
GENESIS DRUG SCREENS INC  
PO BOX 13381  
EL PASO TX 79913

ATTN MR WARREN GILLIEN  
EXAMINATION MANAGEMENT SVC  
9398 VISCOUNT BLVD  
BLDG 1 STE D  
EL PASO TX 79925

ATTN BUSINESS OFFICE  
PATHOLOGY ASSOCIATES OF EP  
PO BOX 13405  
EL PASO TX 79912

COMMUNITY MEDICAL CLINIC  
9955 DYER ST  
EL PASO TX 79924

ATTN BUSINESS OFFICE  
RICHARD LABORATORIES INC  
1601 BROWN ST  
EL PASO TX 79902

SIERRA PROVIDENCE COMMUNITY  
1900 N OREGON STE 314  
EL PASO TX 79902

HEALTH SCIENCES CENTER  
TEXAS TECH INTERNAL CLINIC  
4800 ALBERTA AVE  
EL PASO TX 79905

ATTN BUSINESS OFFICE LABS  
SMITHKLINE BEECHAM CLINICAL  
10412 VISTA DEL SOL DR STE A  
EL PASO TX 79925

ATTN BUSINESS OFFICE  
WESTECH LABORATORIES  
10737 GATEWAY W BLVD STE 100  
EL PASO TX 79935

SIERRA PROVIDENCE MEMORIAL  
2001 N OREGON ST  
EL PASO TX 79902

BUS OFF LAB CLEARANCE GUIDES  
AMERICAN DRUG TESTING  
10137 MILAN ST  
EL PASO TX 79924

OCCUPATIONAL HEALTH SVCS  
9515 GATEWAY WEST BLVD  
EL PASO TX 79925

FRANKLIN MEDICAL CENTER  
836 E REDD RD  
EL PASO TX 79932

MESA MEDICAL CLINIC  
2030 N MESA ST  
EL PASO TX 79902

WESTSIDE URGENT CARE CNTR  
RENE R FLORES  
601 SUNLAND PARK DR  
EL PASO TX 79912

ATTN BUSINESS OFFICE  
MEDICAL LABORATORIES  
1810 MURCHISON DR STE 201  
EL PASO TX 79902

ATTN BUSINESS OFFICE  
NICHOLS INSTITUTE  
16 CONCORD  
EL PASO TX 79906

DEL SOL LIFECARE CENTER  
ATTN: DORIS ARCHER  
10712 SAM SNEAD  
EL PASO, TX 79935

ATTN BUSINESS OFFICE  
PAISANO CLINICAL LABORATORY  
5301 ALAMEDA AVE  
EL PASO TX 79905

LAS PALMAS & DEL SOL REGIONAL  
HEALTHCARE SYSTEM  
ATTN: MANAGED CARE DEPARTMENT  
1700 N OREGON, STE 700  
EL PASO, TX 79902

ATTN MR RICARDO ARGUELLES  
CONFIDENTIAL DRUG TEST  
160 ARNOLD #1A  
EL PASO TX 79907

*FTE*

ATTN BUSINESS OFFICE  
PATH LAB  
1600 MEDICAL CENTER  
EL PASO TX 79902

*AI-RTS*

ATTN: TAMMY SWAIN  
MEDICAL EXPRESS CORPORATION  
3372 NE 17<sup>TH</sup> TERRACE  
OCALA, FL 34479

DDS  
ATTN: JIM PATTERSON  
7618 17<sup>TH</sup> AVE  
BROOKLYN, NY 11214

ATTN: HOLLY KULP  
ADVANCED TOXICOLOGY NETWORK  
3560 AIR CENTER COVE SUITE 101  
MEMPHIS, TN 38117

TRICORE REFERENCE LABORATORIES  
1001 WOODWARD PL NE  
ALBUQUERQUE, NM 87102

ATTN IRMA MARTINEZ  
STATELINE DRUG & ALCOHOL  
1550 HAWKINS BLVD STE 16  
EL PASO TX 79925

*Las Palmas*

ATTN BUSINESS OFFICE  
LAS PALMAS HEALTHCARE  
SYSTEM  
1810 MURCHISON DR  
EL PASO TX 79902

*FOE*

ATTN BUSINESS OFFICE  
ROCHE BIOMEDICAL LAB  
1800 N MESA ST  
EL PASO TX 79902

*ANK*

CONCENTRA MEDICAL CENTERS  
ATTN: GARY DEL PALACIO  
6024 AZTECA  
EL PASO TX 79925

ATTN: JEANINE PALMER  
PINNACLE MEDICAL MANAGEMENT  
480 N. SAM HOUSTON PRKWAY STE 214  
HOUSTON, TX 77060

*No Bid*

INSTANT TECHNOLOGIES, INC.  
ATTN: MARY HANAK  
1121 ALSDORF RD  
ENNIS, TX 75119

ATTN: PAUL CENTOFANTI  
PRINCETON BIOMEDICAL  
LABORATORIES  
2921 NEW RODGERS ROAD  
BRISTOL, PA 19007

LAS PALMAS LIFECARE CENTER  
ATTN: DAVID TURNER  
3333 N MESA  
EL PASO, TX 79902

ATTN IRMA MARTINEZ  
THOMASON GENERAL HOSPITAL  
4815 ALAMEDA AVE  
EL PASO TX 79905

ATTN BUSINESS OFFICE  
PHYSICIAN LABORATORIES  
1717 N MESA ST  
EL PASO TX 79902

*FOE  
AI-IA*

ATTN: DARRELL L. FEAGIN  
DEAGIN, INC.  
dba DRUG TESTING CENTER  
P. O. BOX 4326  
TALLAHASSEE, FL 32315

ABMC  
ATTN: ANNE BECKNELL  
7680 VILLAGE ROAD  
PARKER, CO 80134

DR. HICKS  
OCCUPATIONAL TESTING CENTERS  
24326 MISSION BLVD. SUITE 3  
HAYWARD, CA 94544

KROLL LABORATORY SPECIALISTS  
ATTN: DOMINIQUE DELAGNES  
2412 CRUISE DRIVE  
GRAND PRAIRIE, TX 75054

BID INFORMATION SERVICE  
(ALL BIDS ARE ADVERTISED)

BID NET PROCESSING CENTER  
PO BOX 5600  
ALBANY, NY 12205

GREATER EL PASO CHAMBER OF COMMERCE  
ONE CIVIC CENTER PLAZA  
EL PASO, TX 79901

EL PASO HISPANIC CHAMBER OF COMMERCE  
2829 MONTANA AVE, B-100  
EL PASO, TX 79903

EL PASO TIMES NEWSPAPER  
CLASSIFIED/LEGAL SECTION  
PO BOX 20  
EL PASO, TX 79999

CONTRACT OPPORTUNITY CENTER  
4791 N. MESA  
EL PASO, TX 79902

SAM'S CLUB  
7970 NORTH MESA  
EL PASO, TX 79932

SUBCONTRACTORS ASSOCIATION  
PO BOX 3612  
EL PASO, TX 79923

COMMERCE BUSINESS WEEKLY  
2626 NORTHEAST #103  
EL PASO, TX 79902

BLACK CHAMBER OF COMMERCE  
ONE CIVIC CENTER PLAZA  
EL PASO, TX 79901