

# M Management Committee

Meeting date: January 13, 2010

## ADVISORY INFORMATION

<b>Date:</b>	<b>December 30, 2009</b>
<b>Subject:</b>	<b>Authorization to Award Contract for Drug and Alcohol Testing Services</b>
<b>District(s), Member(s):</b>	
<b>Policy/Legal Reference:</b>	<b>Council Policy 3-3 Expenditures – Procurement of Goods and Services over \$250,000</b>
<b>Staff Prepared/Presented:</b>	<b>Gloria Heinz, 602-1398/Connie DeVolder, 612-349-7668</b>
<b>Division/Department:</b>	<b>Regional Administration, Human Resources</b>

### Proposed Action:

- That the Metropolitan Council authorize the Regional Administrator to execute a contract with MEDTOX Scientific, Inc. to provide Drug and Alcohol Testing Services for a term of five (5) years at a cost not to exceed \$1,000,000.

### Background:

- The Council requires drug and alcohol testing services for safety sensitive employees (such as bus drivers) and for some non-safety sensitive employees. Typical services include pre-employment testing, reasonable suspicion testing, random testing, post-accident testing, return to duty/fitness for duty follow-up testing and transfer or promotion testing.
- A formal, advertised Request for Proposals was issued October 9, 2009 and proposals were received November 12, 2009. Two addenda were issued answering prospective proposer questions.
- There were twelve planholders of record, five of which submitted proposals.
- Proposals were submitted by the following firms:
  - MEDTOX Scientific, Inc.
  - First Lab
  - Pembroke Occupational Health
  - Kroll, Inc.
  - Twin Cities Occupational Health and Rehabilitation
- Proposals were evaluated by an Evaluation Panel based upon qualifications, quality of proposal, experience of proposer and price.

### Rationale:

- The proposal submitted by MEDTOX Scientific, Inc. (MEDTOX) was the most complete proposal and was rated Excellent by the panel. MEDTOX is an industry leader as referenced by their many certifications and accreditations. MEDTOX staff is highly qualified and very experienced and MEDTOX has a fully certified lab in the Twin Cities which handles over 60,000 immunoassays per day. All other proposers used out of state labs or used MEDTOX as a subcontractor.
- MEDTOX currently provides drug and alcohol testing services for the Council. Dealing directly with the lab has saved the Council time and money – many test results are available the same day, getting employees back to work much more quickly than using an out of state lab or a third party contractor.

**Funding:**

- Funds for these services are available in the annual operating budgets of the divisions requesting the services.

**Known Support / Opposition:**

- None