

Pittsburg County, Oklahoma
COUNTY PURCHASING OFFICE
 Pittsburg County Court House
 McAlester, Oklahoma
 Phone: (918) 423-4934

INVITATION TO BID

PLEASE REVIEW TERMS AND CONDITIONS ON REVERSE SIDE RELATING TO SUBMISSION OF THIS BID.

Notarized Affidavit completions and signature required on reverse side.

DATE ISSUED
3-Jul-17

PAGE 1 OF _____

BID NUMBER BID # 2	BID CLOSING DATE AND HOUR July 14, 2017 @ 5:00PM	REQUIRED DELIVERY DATE Days after award of Purchase Order
TERMS:		DATE OF DELIVERY:

Item	Quantity	Unit of issue	DESCRIPTION	Unit Price	Total
			<p>Pittsburg County wishes to advertise for the following:</p> <p>Drug Testing Services</p> <p>Category A - Drug and Alcohol Pre-Employment Testing, Reasonable Suspicion/For Cause Testing, Post Accident Testing, Return to Duty Testing</p> <p>Category B - Random Drug and Alcohol Testing, including Consortium and Mobile Services</p> <p>Category C - Scheduled, Periodic Testing, including Mobile Services</p> <p>SEE SPECIFICATIONS ATTACHED</p> <p><u>PLEASE MARK CLEARLY ON FRONT OF SHIPPING ENVELOPE BID & BID NUMBER</u></p>		

TERMS AND CONDITIONS

1. Sealed bids will be opened in the Commissioner's Conference Room, Pittsburg County Courthouse, McAlester, Oklahoma, at the time and date shown on the invitation to bid form.
2. Late bids will not be considered. Bids must be received in sealed envelopes (one to an envelope) with bid number and closing date written on the outside of the envelope.
3. Unit prices will be guaranteed correct by the bidder.
4. Firm prices will be F.O.B. destination.
5. Purchases by Pittsburg County, Oklahoma, are not subject to state or federal taxes.
6. This bid is submitted as a legal offer and any bid when accepted by the County constitutes a firm contract.
7. Oklahoma laws require each bidder submitting a bid to a county for goods or services to furnish a notarized sworn statement of non-collusion. A form is supplied below.
8. Bids will be firm until delivered.

(DATE)

AFFIDAVIT: I, the undersigned, of lawful age, being first duly sworn on oath say that he (she) is the agent authorized by the bidder to submit the above bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any state official or employee as to quantity; quality or price in the prospective contract or any other terms of said prospective contract; or in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract; that the bidder/contractor has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma (or other entity) any money or other thing of value, either directly or indirectly in the procuring of the award of a contract pursuant to this bid.

Subscribed and sworn before this _____ day
of _____ 20_____ (seal)

My commission expires _____ Signed by: _____ Title: _____
Firm: _____
(MANUAL SIGNATURE OF UNDERSIGNED)

Address: _____ Phone: _____
City: _____ State _____
Zip _____
NOTARY PUBLIC (CLERK OR JUDGE)

NOTE: Other terms and conditions can be added at the discretion of the county officers.

RESOLUTION
18-002

The Board of County Commissioners, Pittsburg County, met in regular session on Monday, July 3, 2017.

WHEREAS, Pittsburg County wishes to advertise for the following:

Bid #2
Drug Testing Services

- Category A - Drug and Alcohol Pre-Employment Testing, Reasonable Suspicion/For Cause Testing, Post Accident Testing, Return to Duty Testing
- Category B - Random Drug and Alcohol Testing, including Consortium and Mobile Services
- Category C - Scheduled, Periodic Testing, including Mobile Services

A bid package containing complete specifications and an "Invitation to Bid" are available in the Pittsburg County Clerk's Office, 115 E. Carl Albert Parkway, Room 103, McAlester, Oklahoma 74501 or online at pittsburg.okcounties.org.

THEREFORE, each competitive bid submitted to the County must be accompanied with an affidavit for filing with the competitive bid form, as required by 61 O.S. §.

Sealed bids will be received and filed with the Pittsburg County Clerk UNTIL 5:00 P.M. on Friday, July 14, 2017. Bids received after July 14, 2017 at 5:00 P.M. will not be opened. Bids will be opened on Monday, July 17, 2017 at 10:00 a.m. in the conference room of the Board of County Commissioners, Pittsburg County Courthouse, 115 E. Carl Albert Parkway, McAlester, Oklahoma. Contract will be awarded to the lowest or best bidder. The Board of County Commissioners, Pittsburg County, reserves the right to reject all bids and re-advertise.

BOARD OF COUNTY COMMISSIONERS
PITTSBURG COUNTY, OKLAHOMA

ATTEST:



CHAIRMAN

[Signature]

MEMBER

[Signature]

MEMBER

[Signature]

COUNTY CLERK

[Signature]

BID SPECIFICATIONS
For
Drug Testing Services

Drug Testing will be bid in two separate categories. Bidders are allowed to bid on both categories or a single category.

Category A will cover Pre-Employment Testing, Reasonable Suspicion/For Cause Testing, Post Accident Testing, Return to Duty Testing and Breath Alcohol Testing for all the same purposes. These tests will be administered at the Awarded Bidder's office.

Awarded Bidder will be required to accept walk-ins Monday through Friday between the hours of 9:00 a.m. and 4:00 p.m.

Category B will cover Random Drug and Alcohol Testing. Awarded Bidder must be able to provide mobile services. Random Testing may be conducted on site at the following locations or at the Awarded Bidder's office, final determination will be made by the Pittsburg County DER. Random Testing will be done each quarter for DOT and Non-DOT employees who are considered safety-sensitive employees. If testing is not conducted every quarter as requested Awarded Bidder's contact may be cancelled.

District #1 Shop	-	200 Craig Ave, Haileyville
District #2 Shop	-	615 Pittsburg Road, Pittsburg
District #3 Shop	-	1906 N. 15 th St., McAlester
Sheriff's Office	-	1210 N. West St. McAlester
Animal Shelter	-	1206 N. West St. McAlester
Courthouse	-	115 E. Carl Albert Pkwy. McAlester

Category C will cover Schedule Periodic Testing. Awarded bidder must be able to provide mobile services within a timely manner to any one of 28 Volunteer Fire Departments within Pittsburg County. Scheduled Periodic Testing will be after hours testing that could be conducted in the evening or on the weekend. Awarded bidder must be willing to offer this service at the request of any of the 28 fire chief's request. Non-compliance with this request may result in the cancellation of Awarded Bidder's contract for services.

Pittsburg County prefers that all Non-DOT Testing be done by rapid test to help cut down on the cost of lab work. Test should only be sent to lab if/when rapid test is positive.

Awarded Bidder is expected to be up-to-date on the current Federal Motor Carriers Safety Administration (FMCSA) regulations.

Awarded Bidder will be required to give Pittsburg County thirty (30) days advanced written notice before fee increases.

DRUG & ALCOHOL TESTING

Hours of Operations _____

DOT TESTING

DOT Urinalysis \$ _____

Breath Alcohol Testing (BAT) _____

Non-DOT TESTING

Rapid Test Saliva \$ _____

Rapid Test Urine _____

5 Panel UA Sent to Lab _____

5 Panel Hair Follicle _____

10 Panel UA Sent to Lab _____

Breath Alcohol Test (BAT) _____

OTHER FEES

After Hours fee to Mobile Services \$ _____

Mileage _____