

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	<b>20-Apr-15</b>
PAGE 1 OF _____	

BID NUMBER <b>Bid # 18</b>	BID CLOSING DATE AND HOUR <b>May 4, 2015 @ 10:00AM</b>	REQUIRED DELIVERY DATE Days after award of Purchase Order
TERMS:		DATE OF DELIVERY:

Item	Quantity	Unit of issue	DESCRIPTION	Unit Price	Total
			<p><b>Pittsburg County wishes to advertise for the following:</b></p> <p><b>Drug Testing Services</b></p> <p><b>Category A-Drug and Alcohol Pre-Employment Testing, Reasonable Suspicion/For Cause Testing, Post Accident Testing, Return to Duty Testing</b></p> <p><b>Category B-Random Drug and Alcohol Testing, Including Consortium and Mobile Services</b></p> <p><b>See Specifications Attached</b></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 \_\_\_\_\_.  
(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)

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

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

## RESOLUTION #147

The Board of County Commissioners, Pittsburg County, met in regular session on Monday, April 20, 2015.

WHEREAS, Pittsburg County wishes to advertise for the following:

### 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

A bid package containing complete specifications and an "Invitation to Bid" are available in the Pittsburg County Clerk's Office, 115 E. Carl Albert Pkwy. Room 103, McAlester, Oklahoma 74501 or on the county website at [pittsburg.okcounties.org](http://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. § 138.

Sealed bids will be received and filed with the Pittsburg County Clerk and opened on Monday, May 4, 2015 at 10:00 a.m. in the conference room of the Board of County Commissioners, Pittsburg County Courthouse, 115 E. Carl Albert Pkwy., 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.

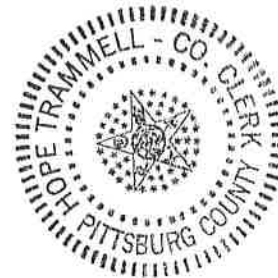
BOARD OF COUNTY COMMISSIONERS  
PITTSBURG COUNTY, OKLAHOMA

  
CHAIRMAN

  
VICE-CHAIRMAN

  
MEMBER

ATTEST:



  
COUNTY CLERK

## Drug Testing Specifications

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

Category A will cover Pre-Employment Testing, Reasonable Suspicion/For Cause Testing, Post Accident Testing, Return to Duty Test 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 consortium services and mobile services. Random Testing may be conducted on site at the following sites or at the Awarded Bidder's office, final determination will be made by the Pittsburg County DER. Random testing will be done every 3 months for DOT and Non-DOT employees.

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

Pittsburg County prefers that all Non-DOT Testing be done by rapid test to help cut down on the cost of lab work. Tests 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 is required to give Pittsburg County thirty (30) days advanced notice before fee increase.

## 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 for Mobile Services \_\_\_\_\_

DOT Physicals \_\_\_\_\_

Consortium Fee (yearly) \_\_\_\_\_