

**MOBILE COUNTY COMMISSION**

205 Government Street 8<sup>TH</sup> FL South  
Mobile, Alabama 36644

BID INVITATION

NO. 37-22

July 21, 2022

In accordance with General Act No. 217, Special Session 1967, notice is hereby given that the Mobile County Commission, Mobile, Alabama, will receive bids on the following items:

**DRUG TESTING EQUIPMENT AND SERVICES FOR THE MOBILE COUNTY COMMUNITY CORRECTIONS CENTER AS PER ATTACHED SPECIFICATIONS:**

**NOTE: PRICES MUST REMAIN FIRM FROM DATE OF AWARD THROUGH SEPTEMBER 30, 2025**

Any questions or comments concerning the bid requirements must be brought to the attention of Susan Holland, Purchasing Agent, 205 Government Street, 8<sup>th</sup> FL South, Mobile, Alabama 36644, [susan.holland@mobilecountyal.gov](mailto:susan.holland@mobilecountyal.gov) prior to the bid opening or will be forever waived.

All bidders shall furnish a five percent (5%) bid bond on any contract exceeding \$15,000.00: provided that bonding is available for services, equipment or materials. Bid bond will be accepted in the form of a certified check, cashier's check, or postal money order, etc.

Out of State Corporations shall furnish a Certificate of Authority to transact business in the State of Alabama. Out of State limited liability companies shall furnish proof of registration to transact business in this state. Alabama law requires that a successful bidder, if it has employees in the State of Alabama, provide proof of enrollment in E-Verify prior to the award of a contract. (See enclosed notice which must be completed, signed and returned with your bid.)

If applicable to a contract resulting from this invitation, the successful bidder must comply with the Contractor Felony Investigation Policy, available in the Purchasing Department or at [mobilecountyal.gov](http://mobilecountyal.gov).

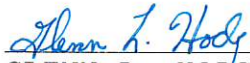
**THE MOBILE COUNTY COMMISSION DOES NOT DISCRIMINATE ON THE BASIS OF RACE, AGE, SEX, NATIONAL ORIGIN, RELIGION, OR DISABILITIES.**

F.O.B. Mobile DATE OF DELIVERY \_\_\_\_\_ TERMS \_\_\_\_\_ You are invited to bid on the above specifications. The restrictions contained herein are for the purpose of fixing a quality level, and any deviation therefrom must, in detail establish that it meets the quality requirements.

BIDS WILL BE RECEIVED UNTIL 10:00 A.M. AUGUST 17, 2022.

**ALL BIDS MUST BE SEALED, "BID NUMBER, COMPANIES NAME, AND NAME OF THE BID ITEM MARKED ON THE OUTSIDE OF THE ENVELOPE." THE BIDDER WILL RETURN THE ENTIRE BID PACKAGE. BIDS MUST BE DELIVERED TO THE RECEPTIONIST IN THE OFFICE OF THE COUNTY COMMISSION ADMINISTRATOR, 205 GOVERNMENT STREET ON THE EIGHTH FLOOR SOUTH TOWER OF THE MOBILE COUNTY GOVERNMENT PLAZA. FAILURE TO OBSERVE THE ABOVE INSTRUCTIONS WILL CONSTITUTE GROUNDS FOR REJECTION OF YOUR BID. THE COMMISSION RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS.**

MOBILE COUNTY COMMISSION



GLENN L. HODGE, COUNTY ADMINISTRATOR

We propose to meet the above specifications for the sum of

\$ SEE ATTACHED LIST.

Delivery can be made in \_\_\_\_\_ days from receipt of order.

RESPECTFULLY

BY \_\_\_\_\_



**IMPORTANT**

**THIS DOCUMENT MUST BE COMPLETED,  
SIGNED AND RETURNED WITH YOUR BID**

As a condition for the award of a competitively bid contract to a company having one or more employees in the State of Alabama, the Beason-Hammon Alabama Taxpayer Citizenship and Protection Act, codified at Section 31-31-1, et seq., Code of Alabama (1975), as amended, requires that the company provide, in advance, proof of enrollment in E-Verify. E-Verify is an internet based system operated by the U.S. Department of Homeland Security, which may be used to determine the eligibility of new hires to work in the United States. Further information about enrollment in E-Verify may be found at [www.uscis.gov/everify](http://www.uscis.gov/everify) and [www.Verify.Alabama.gov](http://www.Verify.Alabama.gov).

As proof of enrollment in E-Verify, Mobile County requires a copy of the electronically signed signature page of the contractor's Memorandum of Understanding with the U.S. Department of Homeland Security or Alabama Department of Homeland Security (contractors having fewer than 25 employees may enroll in E-Verify through the state Department of Homeland Security).

Please complete the following and return with your bid:

\_\_\_\_\_ (company name) has no employees in the  
State of Alabama

Or

\_\_\_\_\_ (company name) is enrolled in E-Verify and a  
copy of the electronically signed signature page of the company's Memorandum of Understanding is  
attached.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

\_\_\_\_\_

Title



Company ID Number: 477783

To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 888-464-4218.

<b>Employer Mobile County Commission</b>	
<b>Connie Hudson</b>	
Name (Please Type or Print)	Title
<i>Electronically Signed</i>	12/21/2011
Signature	Date

<b>Department of Homeland Security – Verification Division</b>	
<b>USCIS Verification Division</b>	
Name (Please Type or Print)	Title
<i>Electronically Signed</i>	12/21/2011
Signature	Date

<b>Information Required for the E-Verify Program</b>	
<b>Information relating to your Company:</b>	
Company Name:	Mobile County Commission
Company Facility Address:	205 Government Street
	8th Floor South Tower
	Mobile, AL 36644
Company Alternate Address:	
County or Parish:	MOBILE
Employer Identification Number:	636001644

**MOBILE COUNTY COMMISSION**

**BID FORM**

Date: \_\_\_\_\_

BID #37-22

*DRUG TESTING EQUIPMENT AND SERVICES FOR THE MOBILE COUNTY COMMUNITY  
CORRECTION CENTER:*

Name of Company: \_\_\_\_\_

Company Representative \_\_\_\_\_  
(Print)

Company Representative \_\_\_\_\_  
(Signature)

Address \_\_\_\_\_

\_\_\_\_\_

Phone number ( ) \_\_\_\_\_ Fax number ( ) \_\_\_\_\_

Federal ID Number \_\_\_\_\_

Email Address \_\_\_\_\_

Company Web Address \_\_\_\_\_

**PLEASE ATTACH A COPY OF YOUR CURRENT W9**

MOBILE COUNTY COMMISSION  
205 Government Street  
Mobile, Alabama 36644  
PO BOX 1443  
Mobile, Alabama 36633

**Bid Invitation**

Please submit a sealed bid on items listed below (Note: Emailed or Faxed bids will not be accepted). Brand names and catalog numbers are used to indicate levels of quality. If you are not able to furnish an item as specified and desire to furnish a substitute, give full description of the item. Final determination as to equal quality of substitution will be made by the Department Head. The Mobile County Commission reserves the right to award this bid on an all or none, item by item basis, with or without trade-ins, to refuse all bids and waive technicalities.

**MOBILE COUNTY COMMISSION DESIRES TO ENTER INTO A THREE (3) YEAR CONTRACT,  
FOR DRUG TESTING EQUIPMENT AND SERVICES IN ACCORDANCE WITH THE  
FOLLOWING SPECIFICATIONS.**

**ALL PRICING SHALL BE F.O.B., MOBILE, ALABAMA.**

**TAX: MOBILE COUNTY COMMISSION IS TAX EXEMPT.**

**A TAX EXEMPT CERTIFICATE WILL BE FURNISHED UPON REQUEST.**

SPECIFICATIONS  
FOR  
DRUG TESTING EQUIPMENT AND SERVICES

**GENERAL CONDITIONS**

Mobile County Commission hereafter referred to as (MCC) is accepting bids for the purpose of providing drug testing through a specialized laboratory of VENDOR are to be placed in Mobile Community Correction's office. **This contract will include equipment and supplies for (1) onsite urinalysis substance abuse testing analyzer.** All the equipment will remain the property of VENDOR until and if at such time Mobile County Commission desires to purchase said equipment.

This contract is confidential and both Vendor and MCC agree to maintain the confidentiality of this contract. Release of any information contained in this contract is considered to be a breach of the contract.

Any changes to this contract during the contract period must be in writing.

Standard payment terms are net 30 days of invoice.

**TERMINATION CLAUSE**

From date of execution, the contract shall be for a term of **thirty-six consecutive months.**

**SPECIFICATIONS OF AGREEMENT**

MCC is making a contract for one **(1) analyzer** used for conducting drug screens.

**Shipping expenses for the analyzer** will be the sole responsibility of the Vendor.

**SPECIFICATIONS**

Vendor will place the Lab Equipment at the Mobile Community Correction Center's address below:

Mobile Community Correction Center  
111 Canal Street  
Mobile, Alabama 36603

MCCC's current estimate is based on an annual number of single test performed being 60,000 to 70,000 tests per year.

The following Items will be included:

- One (1) Pro-E Drug Testing Systems or similar to perform no less than 130 EMIT tests per hour per analyzer with two reagents. EMIT reagents shall be included with the bid for the analyzer. The consumables, calibrators and controls will be included in the bid at no charge.
- 2 Computers with Modem (Network Interface)
- Data Management Systems for analyzer
- Color Code Randomization Module
- Interface with offsite or onsite server hosting for automated upload/download to Mobile Community Corrections Center's Database
- Bar Code Printer
- Training for staff onsite at Mobile Community Corrections Center Drug Lab's location

The drug testing software and any supporting software must be able to print individual reports, email reports and fax them directly from the computer system.

The drug testing system must use methods and output results that conform to federal and state guideline and/or laws or industry practices as well as HIPPA should that become an issue in MCC's business practices.

### DATA MANAGEMENT SYSTEM

The Data Management System must be fully customizable to meet the needs of the laboratory. The Lab's reporting needs will be carefully designed to provide efficient viewing, reporting, printing, archiving and transmission/delivery of reports. Mobile Community Corrections Center requires a WinTOX6 Laboratory Information Management Software or approved equivalent.

### REPORT DELIVERY

Data management software must provide automatic reporting of results to client on-site and off-site through various methods including web-based or cloud technology.

- Local & Network Printers
- Remote Workstation Viewing & Printing
- Auto Batch Faxing
- Email Reporting
- Internet Reporting/Remote Access to Reports
- Rapid Order Entry

Default order data and standing order must be configurable in system preferences, donor setup, and order entry.

Client Information Screen

This screen includes drug admission, prescription information.

### **Calculated Tests**

Easy to use calculation builder enables the user to build mathematical calculations from current previous results, including THC ratio.

### **Reflex Conditions**

User can build multiple conditions to add, delete, or re-run assays and profiles.

## **Import/Export Capabilities**

Builds import sets for connectivity with third party applications. Imports demographics and batch order entries. Schedules regular export of result data in real-time or time intervals via FTP, Internet, or file transfer.

## **Query Report Writer**

Enables user to design new reports with selectable fields of information and MCC designed queries.

## **Quantitative and Qualitative Results**

User can select the reporting method per assay to print a qualitative text message or the numeric result with or without the flag.

## **Bar-coding Capability**

Bar coding on order entry is available for bi-directional instruments and specimen cup identification.

## **Chain of Custody**

Chain of custody forms is available at order entry with client information and unique accession number.

## **Allows Off-Line Test Entry**

Allows easy manual entry or off-line tests.

## **Unique Accession Number Tracks Specimen Record**

Unique accession number on specimen cup bar code, chain of custody form and lab report tracks from order entry to instrument results.

## **Auto Rerun of Positives**

Automatically initializes assay to receive rerun value while storing the previous result for review as well as provide barcode for re-aliquating specimen.

## **REPAIR AND MAINTENANCE**

The drug testing system must be restored to normal operations, via repair or exchange within 24 hours after the initial call for service is placed. Manufacturer must provide company trained engineers to service the equipment. Vendor will arrange through the manufacture of equipment emergency maintenance services to keep testing down-time to a minimum. Extended down-time of more than two full working days (7:00 am thru 5:00 pm Monday-Friday) in any given month shall constitute cause to terminate the contract unless the MCC and vendor agree to mitigate the per drug screen fee as compensation for extended down-time.



## TRAINING

Vendor must provide training of the MCCC employees within 30 days of the installation of the analyzer on-site. Training will include proper operation of laboratory equipment and software provided for data management.

## PRICING

Pricing shall be based on a Non-capital Outlay for MCCC. Prices should be a per drug screen fee which includes use of all equipment, software, maintenance/service and management of laboratory.

**A separate price for EtG may be quoted.**

The price shall include, but is not limited to consumables, calibrators, and controls, pipettes and management assistance.

Pricing shall include a separate cost per assay for validity testing (Creatinine and Specific gravity).

## WARRANTY

The equipment and software remain the property of the vendor and therefore a warranty is provided on the equipment throughout the term of this contract.

**TOTAL PRICE PER DRUG SCREEN FEE:** \$ \_\_\_\_\_

**TOTAL PRICE PER EtG FEE:** \$ \_\_\_\_\_

**TOTAL PRICE PER VALIDITY TEST FEE:** \$ \_\_\_\_\_

### **NOTES:**

**1. BID NO. 37-22 SHALL APPEAR ON THE OUTSIDE OF THE BID ENVELOPE. NO ORAL, TELEPHONIC, TELEGRAPH, FACSIMILE BIDS, MODIFICATIONS OR ALTERNATE**

**BIDS WILL BE CONSIDERED. BIDS WILL NOT BE CONSIDERED FROM FIRMS, INDIVIDUALS OR THE SAME OWNERS OF SEPARATE COMPANIES SUBMITTING MORE THAN ONE BID.**

**2. THREE (3) "NO RESPONSES" TO INVITATION TO BID WILL BE REASON FOR DELETION OF FIRMS' NAME FROM THE BID LIST. ONCE DELETED FROM BID LIST, FIRMS' NAME MAY BE PLACED BACK ON THE BID LIST WITH A WRITTEN REQUEST FROM THE FIRM.**

**3. Vendor shall list the specific known drugs of abuse and drug classes which are included in the price per drug screen fee quotation, indicating pack sizes available.**

**4. See Attached Pricing Sheet.**