

RESOLUTION NO. 2014-82

RATIFYING AN INCREASE TO CONTRACT NO. 2010-048 WITH CLINICAL REFERENCE LABORATORY TO PROVIDE NICOTINE DRUG TESTING SERVICES, AS REQUIRED, IN AN AMOUNT NOT TO EXCEED \$40,000.00 FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$135,422.75 (GENERAL FUND, HUMAN RESOURCES DEPARTMENT BUDGET)

WHEREAS, the Authority is required to conduct drug testing of employees and all applicants in order to meet the Department of Transportation, Federal Transit Administration regulations and GCRTA policies; and

WHEREAS, after competitive procurement and negotiations, a small purchase contract was entered into with Clinical Reference Laboratory, with an office located at 8433 Quivira Road, Lenexa, KS 66215, to provide drug testing services in an amount not to exceed \$56,000.00, with two, one-year options to be exercised by the General Manager/Secretary-Treasurer in an amount not to exceed \$19,500.00 per year; and

WHEREAS, as part of the Authority's wellness initiative to help employees stay healthy and contain health care costs, the addition of nicotine testing in the approximate amount of \$20,000.00, was authorized by the General Manager/Secretary-Treasurer in March, 2012 and the first year option in the amount of \$19,500.00, was exercised bringing the current contract total to \$95,422.75; and

WHEREAS, the Authority now requests ratification of nicotine testing approved by the General Manager/Secretary-Treasurer in 2012, in addition to approval of \$20,000.00 for nicotine testing through October 31, 2015, for a total cost not to exceed \$40,000.00 for nicotine testing, resulting in a new contract total amount not to exceed \$135,422.75; and

WHEREAS, this action exceeds the General Manager/Secretary-Treasurer's signing authority, requiring Board action; and

WHEREAS, the General Manager/Secretary-Treasurer deems the ratification of an increase to the contract with Clinical Reference Laboratory be in the best interest of the Authority, price and other factors considered, and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the offer of Clinical Reference Laboratory to provide nicotine testing services, as required, is hereby accepted.

Section 2. That the Board of Trustees hereby ratifies the General Manager/Secretary-Treasurer's execution of an increase in 2012 to Contract 2010-048 in the approximate amount of \$20,000.00, authorizes expenditure of \$20,000.00 for nicotine testing through October 31, 2015; and further authorizes the General Manager/Secretary-Treasurer to modify the contract with Clinical Reference Laboratory to provide said additional services.


Section 3. That said increase shall be payable from the General Fund, Human Resources Department budget in an amount not to exceed \$40,000.00 for a total contract amount not to exceed \$135,422.75.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon appropriation of funds for future years, compliance by the contractor to the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees in Resolution No. 2013-031; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That all other terms and conditions of the original contract remain unchanged.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: September 16, 2014



President

Attest: 

CEO, General Manager/Secretary-Treasurer



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| TITLE/DESCRIPTION: CONTRACT: RATIFYING AN INCREASE TO CONTRACT NO. 2010-048 FOR NICOTINE DRUG TESTING SERVICES VENDOR: CLINICAL REFERENCE LABORATORY AMOUNT: NTE \$40,000.00 | Resolution No.: 2014-82 |
| | Date: September 11, 2014 |
| | Initiator: Human Resources Department |
| ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____ | |

- 1.0 **PURPOSE/SCOPE:** This action is to ratify an increase to Contract 2010-048 with Clinical Reference Laboratory for nicotine drug testing services.

- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority is required to conduct drug testing of employees and all applicants in order to meet the Department of Transportation, Federal Transit Administration regulations and GCRTA policies. The addition of nicotine testing was recently added to the contract to support the Authority's wellness initiative to help employees stay healthy and contain health care costs. Staff plans nicotine testing of employees for 2015. This will exceed the signing authority of the General Manager-Secretary-Treasurer, thus requiring Board action.

- 3.0 **PROCUREMENT BACKGROUND:** In October 2010, after utilizing competitive procedures, the Authority entered into a small purchase with Clinical Reference Laboratory to provide drug testing services, at negotiated rates, in an amount not to exceed \$56,000.00 for a period of three years with two, one-year options in an amount not to exceed \$19,500.00 per year. The General Manager/Secretary-Treasurer exercised the first option year and approved a change order adding nicotine testing (at a cost of approximately \$ 20,000.00) to the contract in March, 2012. The current contract total is at \$95,422.75. The nicotine testing wellness effort will add \$40,000.00 to this contract resulting in a total contract amount not to exceed \$135,422.75. This action requires Board approval.

 A price analysis was performed and the Procurement Department has determined the rates of Clinical Reference Laboratory to be fair and reasonable to the Authority.

- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 0% DBE goal was established for this procurement due to the lack of certified DBE firms.

- 5.0 **POLICY IMPACT:** Does not apply.

- 6.0 **ECONOMIC IMPACT:** This increase will be funded through the General Fund, Human Resources Department budget, in an amount not to exceed \$40,000.00 for a total contract amount not to exceed \$135,422.75 for the five year period. This is the budgeted amount for this purchase.

- 7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer would put the Authority at risk of being non-compliant with the Federal regulations, as set forth by the Department of Transportation for drug testing in the workplace.

8.0 RECOMMENDATION: It is recommended that this increase be accepted and a resolution passed authorizing the General Manager/Secretary-Treasurer to ratify the contract.

9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.



CEO/General Manager/Secretary-Treasurer