



BID INVITATION BUS DRIVER/ATHLETE DRUG TESTING

The Christian County Board of Education (District) will receive sealed bids for Bus Driver/Athlete Drug Testing. Bids must be mailed or delivered to Jessica Darnell, Director of Business, Christian County Board of Education, PO Box 609, 200 Glass Avenue, Hopkinsville, KY 42241, in an envelope marked “**DRUG TESTING**” by **8:45 a.m. March 31, 2026** at which time the bids will be publicly opened. After review of the submitted proposals, a recommendation will be made to the Board at their next regular meeting. The District reserves the right to accept any bid, to reject any or all bids, to waive any irregularities or informalities in bids received where such acceptance, rejection or waiver is considered to be in the best interest of the District. The District reserves the right to award the agreement to other than the low bidder if it is in the best interest of the District.

The period of contract will be from July 1, 2026 until June 30, 2027 (1 year) with the option to extend to a total of two years.

Scope of Services

1. Drug and Alcohol Free Workplace Program

The Board is a Drug and Alcohol Free workplace and the successful proposer will assist the Board in our efforts to maintain a drug and alcohol free environment. All testing shall follow the prescribed standards, procedures and protocols set forth by the U.S. Department of Health and Human Services’ Substance Abuse and Mental Health Administration (SAMHSA).

2. Required specific services must include, but not limited to:

- a. Onsite urine specimen collections by trained and experienced collectors
- b. All specimens are to be shipped overnight to a SAMHSA approved forensic laboratory. Each specimen will be submitted to a standard five (5) panel drug screen (for staff, students, and randomly chosen bus drivers) plus expanded Opiate, adulterant, and Ecstasy testing
- c. Any positive laboratory screen will be automatically confirmed with a GC/MS confirmation test.
- d. Management of a computer generated random testing program for student testing
- e. Certified Medical Review Officer (MRO) review of all positive laboratory tests before final reviewed results to designated school contact.
- f. Any Supervisor and Educational Training as requested and required by client

- g. Management of a blind specimen program as a further ongoing quality check of laboratory testing performance and accuracy
- h. Development of any summary reports, progress reports, or other reports requested by clients.
- i. On-going consultation with the Board of Education and designated school administrators on ways to make the testing more effective.

3. Vendor Qualifications required, but not limited to:

- a. All personnel will be fully trained and familiar with federal workplace testing standards and DATIA training requirements
- b. All specimens collected will be tested by a laboratory SAMHSA certified by Federal Department for Health and Human Services
- c. Any positive laboratory results will be confirmed by GC/MS and fully reviewed by an experience and certified Medical Review Officer before being reported to the designated school contact person
- d. Results can be reported verbally or electronically by email from the MRO. Negative results will turnaround within 24 hours from the time of specimen collection. Positive results can take up to 48 hours to complete GC/MS lab confirmation procedures. In all cases, results will be expected to be fully reviewed by the MRO and reported back to the school system within 72 hours.

4. Procedures for Testing:

- a. Student Athlete/Driver/Employee Drug Screen Including:
 - Collection by Trained Professional Collectors
 - Lab testing at a SAMHSA Certified Laboratory
 - Review by a certified MRO
 - Computer generated random selection
 - Air shipment of specimens to lab
 - GC/MS confirmation of all positives
- b. CDL Drive/DOT Mandated Drug Screen Including:
 - Newly hired drivers receive 5 panel tests
 - Collection by Trained Professional Collectors
 - Lab testing at a SAMHSA Certified Laboratory
 - Review by a certified MRO
 - Computer generated random selection
 - Air shipment of specimens to lab
 - GC/MS confirmation of all positives
 - Statistical summaries required by DOT

BID FORM

We, the undersigned, have carefully examined the conditions, specifications, requirements and other bid documents for the Drug Testing Bid, as listed on this and the attached sheets and agree to provide these services in accordance with all bid documents as follows:

- **STUDENT DRUG SCREEN**

\$ _____ bid price per student

- **BUS DRIVER DRUG SCREEN (5 panel)**

\$ _____ bid price per driver

- **ALCOHOL TEST (on site)**

\$ _____ bid price per driver

The undersigned further declares that this bid is in all respects fair and without collusion or fraud, that no member of this board of education of the Christian County School District, or other office of said school district, or any person in authority of said school district, is directly or indirectly interested in this bid or any portion of the profits thereof.

Firm _____

By (print) _____

By (sign) _____ Date: _____

Title _____

Address _____

Phone _____

**Christian County Board of Education
Required Sworn Statement Regarding
Violation of Campaign Finance Law**

The bidder or offeror hereby swears and affirms under penalty of perjury that, in accordance with KRS 45A.395 and 45A.400, he/she has not knowingly violated any provision of the campaign finance laws of the Commonwealth and that the award of a contract to the bidder or offeror will not violate any provision of the campaign finance laws of the Commonwealth.

Signature _____

Printed Name _____

Title _____

Date _____

Company Name _____

Address _____

I, _____, a Notary Public, do hereby certify that on this _____ day of _____, 20____, personally appeared before me _____, known to me to be the person whose name is subscribed to the foregoing instrument, and swore and acknowledged to me that he/she executed the same for the purpose and in the capacity therein expressed, and that the statements contained therein are true and correct.

Notary Public

State

Printed Name

My Commission Expires: _____

**Christian County Board of Education
Required Non-Collusion Affidavit**

_____ being first duly sworn, deposes and says that he/she is _____ of, _____, the party making the foregoing bid; that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and further, that the bidder has not directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company associations, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Signature

Printed Name

Subscribed and sworn to (or affirmed) before me, on this ___day of _____, 20____.

Notary Public

My Commission Expires: