

**SIMPSON COUNTY PUBLIC SCHOOLS
430 South College
Franklin, Kentucky 42134**

**- - - Request for Proposal - - -
Random Drug Testing of Students and Bus Drivers**

This proposal must be submitted to Simpson County Public Schools, 430 South College Street, Franklin, KY 42134 by 10:00 a.m. CST, Friday, August 30, 2024.

Proposal Submitted by:

Company/Organization Cornerstone Diagnostics

Address 7 Jamestown St

City & State Russell Springs, KY 42642

Telephone 877-412-8330

Fax 844-982-0300

Crystal Popplewell District Business Manager

Printed Name of Authorized Representative Title

Crystal Popplewell 08/27/2024

Signature of Authorized Representative Date

Item/Service	Cost Per Test
Student drug test Panel 01203 Additional Test Options Attached	\$60.00 Additional prices attached
DOT Random Urine Drug Screen	\$ 65.00
Breath Alcohol Test	\$ 65.00
Random Pool Maintenance	\$ 200.00 Annual per pool
MRO Review (Non-negative Results)	\$ Included in the cost of the test



Cornerstone Collects Onsite:

- **POC Screening: \$30.00; Test Panel 1 or 2**
 - POC form will be used; School will have a copy/Cornerstone will have a copy
 - Results will be available on Access365
 - Cost of device is included
- **Lab Confirmation if needed \$20.00**
 - Cornerstone Chain of Custody will be used; School will have a copy/Cornerstone will have a copy
 - Results will be reviewed by MRO
 - Results will be available on Access365
- **Alcohol Screening/Confirmation if needed: \$65.00**
 - Breath alcohol device will be used
 - Alcohol form will be used; School will have a copy/Cornerstone will have a copy
 - Results will be available on Access365

School Representative Collects:

- **POC Screening: Cost of Device; Test Panel 1-\$5.50 or Test Panel 2-\$6.50**
 - School will purchase devices upfront
 - School representative will complete testing using PDF POC Form/ School will have a copy/ Cornerstone will not have a copy
 - Results will not be in Access365
- **Lab Confirmation: \$20.00**
 - Cornerstone Chain of Custody will be used; School will have a copy/Cornerstone will have a copy
 - Results will be reviewed by MRO
 - Results will be available on Access365
- **Alcohol Screening: Cost of Device \$2.50 Confirmation not included**
 - School will purchase devices upfront
 - School representative will complete testing using PDF POC Form/ School will have a copy/ Cornerstone will not have a copy
 - Results will not be in Access365

Device Options:

- **Test Panel 1:**
 - TDOA-6125 12-Panel T-Cup;
 - AMP, BAR, BUP, BZO, COC, mAMP, MDMA, MOP, MTD, OXY, PCP, THC
- **Test Panel 2:**
 - TDOA-6135F 13-Panel T-Cup;
 - AMP, BAR, BUP, BZO, COC, mAMP, MDMA, MOP, MTD, OXY, PCP, THC, FTY



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INTRODUCTION

Background: Simpson County Schools is seeking proposals from reputable vendors and/or businesses to assist in random drug testing to be in compliance with policies 06.221 and 09.423.

Quoted prices for services must be effective beginning September 20, 2024 and through June 30, 2025. Simpson County Schools retains the right to extend the awarded contract for services for up to three (3) more years in one-year increments from July 1, 2025, if applicable and with the agreement of the service provider.

RFP PROCESS

Sealed proposals will be received at the office of the Simpson County Schools, 430 South College Street, Franklin, KY 42134, until 10:00 a.m. CST, August 30, 2024, for Random Drug Testing of Student and Bus Drivers.

All proposals are subject to the terms and conditions of the RFP and must be received in sealed envelopes with the following identification:

“RFP – Random Drug Testing of Students and Bus Drivers”

“ATTN: Joey Kilburn”

All proposals are to be valid for a period of not less than sixty (60) days from the day of the bid opening. The Board reserves the right to reject any and all proposals and to waive any informality in the proposal if that action is in the best interests of the Board.

Vendor Contact

Name one person to be the coordinator for your RFP response and for any clarification that might be necessary and include the following information on the first page of your RFP response. The individual submitting the proposals must be legally authorized to submit a proposal to provide services to Simpson County Schools. Failure to include all information listed could result in the RFP being disqualified.

Company: Cornerstone Diagnostics

Contact Name: Crystal Popplewell

Title: District Business Manager

Address: 7 Jamestown St, Russell Springs, KY 42642

Phone: 877-412-8330

Fax: 844-982-0300

TIME SCHEDULE

The District anticipates the following timeline which will result in the selection of a proposer(s).
Dates are subject to change if necessary.

August 16, 2024 RFP sent to various providers

August 30, 2024 Proposal due no later than 10:00 a.m., bid opening at 10:00 a.m. CST

September 19, 2024 Superintendent will recommend selected proposer(s) to Board

September 20, 2024 to maintain unscheduled randomness, proposer(s) shall be prepared to begin working/planning with District immediately

SCOPE OF SERVICES

Data Management

1. Advise the District of any changes in Federal/State requirements with respect to random student drug testing and act as subject matter expert on related issues.
2. Provide federally required record keeping, reporting, verification and inspection of records.
3. Design and implement random selection procedures.
4. Respect the confidentiality of this highly sensitive information.

Specimen Collection Services

1. Provide on-site specimen collection.
2. Provide for proper chain of custody and all necessary forms (i.e. Medical History, Consent to Test and Custody) relating thereto.
3. Provide collection supplies.
4. Monitor collection procedures and protocols of the Federal Substance Abuse and Mental Health Services Administration (SAMHSA) Standards.

Laboratory Services

1. Provide student and driver testing.
2. Should the initial test result in a positive for any drug or drug metabolite, provisions must be made for a confirmatory test in a certified laboratory.
3. Written confirmation of all test results shall be forwarded by the testing laboratory to the District Office Coordinator.