



City of San Antonio

Agenda Memorandum

File Number: 15-6050

Agenda Item Number: 26.

Agenda Date: 1/28/2016

In Control: City Council A Session

DEPARTMENT: Police

DEPARTMENT HEAD: William P. McManus

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Contract to perform random, reasonable suspicion and post accident drug testing services for SAPD

SUMMARY:

This ordinance authorizes a contract with Alcohol and Drug Tests, Inc., in an amount up to \$160,000.00 over four years to provide the San Antonio Police Department with random, reasonable suspicion, and post accident drug testing services. Total costs annually may not exceed \$48,000.00.

BACKGROUND INFORMATION:

The Drug Interdiction Program, which calls for mandatory drug testing of Police Officers, was agreed upon as part of the Collective Bargaining Agreement, Article 34, Section 2, between the City of San Antonio (City) and the San Antonio Police Officers Association (SAPOA) via City Ordinance No.05-31-0649, dated May 31, 2007. As stated in both the contract and ordinance, "One hundred percent (100%) of uniform personnel shall be susceptible to mandatory testing for illegal drugs and controlled substances, during each calendar year, on a fair and impartial statistical basis." In addition, post accident testing of any officer involved in a vehicular accident in a City vehicle is required per Administrative Directive 4.79A.

The City issued a Request for Proposal (RFP) for "Random and Post Accident Drug Testing Services" on August 23, 2015, with a submission deadline of September 23, 2015. Proposals from Alcohol and Drug Tests, Inc., and Norton Medical Industries were received and evaluated.

A four person Evaluation Committee consisting of a Deputy Chief, a Captain, and two Sergeants evaluated the

proposals based on the firm's experience, background and qualifications, proposed plan and price schedule. The Small Business Economic Development Advocacy (SBEDA) Program, SBE Prime Contractor Program Affirmative Procurement Initiative, the City's Local Preference and Veteran Owned Small Business Participation Programs all were applicable to the RFP.

The Evaluation Committee met on October 8, 2015, to discuss and evaluate the two proposals received. After a recommendation for award was agreed upon by the committee, the pricing and City Program scores were revealed. Alcohol and Drug Tests, Inc., received the highest ranking and was recommended for award by the evaluation committee, Attachment A.

The initial term for this contract is upon award through December 31, 2017. Two additional one-year renewals at the City's option shall also be authorized by this ordinance.

ISSUE:

This ordinance will allow for continuation of a SAPD's Drug Interdiction Program.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee applied the Small Business Enterprise Prime Contract Program with ten (10) evaluation preference points awarded to Alcohol and Drug Tests, Inc., as they are a certified firm located within the San Antonio Metropolitan Statistical Area.

ALTERNATIVES:

Alternatives include not approving this contract and ceasing SAPD's Drug Interdiction Program.

FISCAL IMPACT:

The total cost of the contract is \$160,000.00 over four years. The \$160,000.00 may include costs up to \$48,000.00 annually, but not to exceed \$160,000.00 over four years. Funds, in the amount of \$48,000.00, for the contract are included in the Police Department's FY 2016 General Fund budget.

RECOMMENDATION:

Staff recommends the approval of a contract with Alcohol and Drug Tests, Inc.