



Department of Consumer Affairs
Business Services Office - Contracts
1625 N. Market Blvd., Suite S-103
Sacramento, CA 95834



**INVITATION FOR BID
IFB DCA-26-01
DRUG TESTING SERVICES**

Notice to Prospective Bidders

April 29, 2026

To all Prospective Bidders:

You are invited to review and respond to this Invitation for Bid (IFB) DCA-26-01 DRUG TESTING SERVICES. In submitting your bid, you must comply with the instructions found herein.

Note that all agreements entered into with the State of California shall include by reference General Terms and Conditions (GTC-02/2025) and Contractor Certification Clauses (CCC-04/2017) that may be viewed and downloaded at Internet site <https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/Standard-Contract-Language>. If you do not have Internet access, a hard copy can be obtained by contacting the person listed below.

In the opinion of the Department of Consumer Affairs (DCA), this IFB is complete and without need of explanation. However, if you have questions, or should you need any clarifying information, the contact person for this IFB is:

Sean O'Neal
Department of Consumer Affairs
Business Services Office, Contracts Unit
1625 North Market Boulevard, Suite S-103
Sacramento, CA 95834
Sean.p.oneal@dca.ca.gov

Please note that no verbal information given shall be binding upon the State unless such information is issued in writing as an official addendum.

Sean O'Neal
Contract Administrator
Department of Consumer Affairs

TABLE OF CONTENTS

GENERAL INFORMATION

I. Purpose and Description of Services	3
II. Term of Agreement	3
III. Contact Person	3
IV. Minimum Qualifications For Bidders	3
V. Time Schedule.....	4
VI. Written Questions or Inquiries	4
VII. Submission of Bid	4
VIII. Prohibition on Tax Delinquents	6
IX. Loss Leader	7
X. Evaluation and Selection Process	7
XI. Award and Protest	7
XII. Disposition of Bids	8
XIII. Agreement Execution and Performance	8
XIV. Bid Submission Requirements	9
XV. Darfur Contracting Act Of 2008	9
XVI. Small Business Enterprise Preference	9
XVII. Target Area Contract Preference Act (TACPA)	10
XVIII. Disabled Veteran Business Enterprise Program (DVBE) Participation.....	10
XIX. DVBE Incentive Option.....	10

ATTACHMENTS

Bidder Cost Sheets – Contract Years 1-3.....	11-41
Bidder Cost Sheets Options 1 & 2.....	42-100
Bidder Cost Sheet Total Costs for Exhibits B.1 through B.3 Total Contract Amount.....	101
Attachment 1 – Bidder Certification Sheet	102
Attachment 2 – Bidder References	104
Attachment 3 – Bidder Declaration Form	105
Attachment 4 – Payee Data Record (STD 204)	107
Attachment 5 – Contractor Certification Clauses	109
Attachment 6 – Darfur Contracting Act.....	113
Attachment 7 – IFB Checklist.....	114
Attachment 8 – Small Business (SB) Preference Sheet & DVBE Incentive Instructions	115
Attachment 9 – California Civil Rights Laws Certification	116
Attachment 10 – Target Area Contract Preference Act (TACPA)	117

CONTRACT EXHIBITS

Exhibit A – Scope of Work	119-131
Exhibit A - Attachment I Board of Pharmacy Scope of Work.....	132-143
Exhibit A – Attachments II-V Board of Pharmacy Panels.....	144-149
Exhibit B – Budget Detail Payment and Provisions	150
Exhibit B.1 – Cost Sheet	151
Exhibit C – General Terms and Conditions	152
Exhibit D – Special Terms and Conditions	153
Exhibit E – Additional Terms and Conditions	155

I. PURPOSE AND DESCRIPTION OF SERVICES:

The Department of Consumer Affairs (DCA) is seeking a Contractor to provide drug testing services. The drug testing services shall consist of the scheduling, observing, collecting, processing, and analysis of urine, blood, nail and/or hair follicle testing, and oral fluid or similar drug screening for all Test Participants designated by the DCA.

The following Boards will be participating in this Information for Bid (IFB), all of whom are under the administrative authority of the DCA:

Acupuncture Board of California (AB)
Board of Behavioral Sciences (BBS)
Board of Psychology (PSYCH)
Board of Registered Nursing (BRN)
Board of Vocational Nursing and Psychiatric Technicians (BVNPT)
California State Board of Pharmacy (BOP)
Division of Investigation (DOI)
Dental Board of California (DBC)
Dental Hygiene Board of California (DHBC)
Medical Board of California (MBC)
Osteopathic Medical Board of California (OMBC)
Physician Assistant Board (PAB)
Physical Therapy Board of California (PTBC)
Respiratory Care Board (RCB)

II. TERM OF THE AGREEMENT:

The Department anticipates the effective term of this agreement will be July 1, 2026, (or upon approval, whichever occurs later) through June 30, 2029. This agreement shall allow for the option to add up to two (2) additional years as options 1, and option 2.

III. CONTACT PERSON:

Responses and questions regarding bid requirements and information shall be sent or directed to:

Department of Consumer Affairs
Business Services Office – Contracts Unit
Attn: Sean O'Neal
1625 North Market Blvd., Suite S-103
Sacramento, CA 95834
Sean.p.oneal@dca.ca.gov

IV. MINIMUM QUALIFICATIONS FOR BIDDERS:

The following are the minimum qualifications for Bidders that respond to this IFB. Bidders must clearly demonstrate that these minimum qualifications are met in the Bidder Certification Sheet (Attachment 1) that will be included in the Bidder's response to this IFB:

1. Must be in good standing and registered with the California Secretary of State and licensed to do business in the State of California.

V. TIME SCHEDULE:

Listed below are important dates and times by which specific actions must be taken or completed. If DCA finds it necessary to change any of these dates, it will be accomplished via an addendum to the IFB. Any dates that follow the final date for bid submission are only approximate and may be adjusted by DCA as conditions require without addendum to this IFB.

<u>Event</u>	<u>Date/Time</u>
IFB available to Bidders	April 29, 2026
Final Date for submission of Written Questions	May 4, 2026 @12:00pm
Response to Written Questions	May 7, 2026
Final Date for Bid Submission	May 26, @ 5:00pm
Public Bid/Cost Opening	May 27, 2026 @ 10:00am
Anticipated Agreement Start Date	July 1, 2026 (or upon approval)

*Notice of intent to attend the Public Bid Opening shall be sent to Sean O’Neal at sean.p.oneal@dca.ca.gov within two (2) days of the response to written questions in order for DCA to secure a large enough conference room to accommodate all requests.

VI. WRITTEN QUESTIONS OR INQUIRIES:

Questions and issues regarding this IFB must be submitted electronically via e-mail to Sean O’Neal at sean.p.oneal@dca.ca.gov by the date indicated in Article V – Time Schedule. Questions received after this date will only be addressed at Departments discretion.

If substantive changes to this IFB are deemed appropriate by the Department as result of questions received, an addendum will be issued. The addendum will become part of the IFB.

This IFB may only be changed by written addendum. Any verbal representations made by Department staff are not binding on either the Departments or the bidder and cannot be interpreted as modifications or clarifications to this IFB.

VII. SUBMISSION OF BID:

1. Bids can be submitted electronically via e-mail to Sean O’Neal at sean.p.oneal@dca.ca.gov or they can be sent in a sealed envelope to the Department of Consumer Affairs, Contracts Unit by the date and time specified in the Article V – Time Schedule. The sealed envelope must be plainly marked **“BID for IFB DCA 26-01 Drug Testing Services, Attention: Sean O’Neal, Contracts Unit - DO NOT OPEN”** and delivered to the address stated below.

**Department of Consumer Affairs
Business Services Office – Contracts Unit
Attn: Sean O’Neal
1625 N. Market Blvd., Suite S-103
Sacramento, CA 95834**

Bids that are mailed in or physically delivered must have one (1) copy clearly labeled "MASTER" (bearing original wet or electronic signatures) and one (1) copy labeled "COPY" on the bid. Bids not clearly marked and not submitted in a sealed envelope will be rejected. If discrepancies are found between the MASTER and the COPY, the "MASTER" bid will prevail over all others.

Any bid mailed in, or hand delivered must be received and time stamped on or before the date and time specified in the Time Schedule identified in Article V, to be considered timely delivery. It is the policy of the DCA to make every effort to ensure that all bids have been received and properly time stamped; however, bidders are ultimately responsible for ensuring timely receipt of their bid. Bidders may verify receipt of their bid by contacting the person identified in the cover letter of this IFB.

2. All bids shall include the documents identified on the IFB Checklist (Attachment 7). Bids not including the proper "Required Attachments" or that do not meet the basic bid requirements shall be deemed non-responsive. A non-responsive bid is one that does not meet the basic bid requirements and is justification for rejection.
3. All documents requiring a signature can be signed electronically or via original, blue, wet-ink signature of a person authorized to bind the bidding firm.
4. Bids must be submitted for the performance of all the services described herein. Any deviation from the work specifications shall not be considered and shall cause a bid to be rejected.
5. A bid may be rejected if it is conditional or incomplete, or if it contains any alterations of form or other irregularities of any kind. DCA may reject any or all bids and may waive any immaterial deviation in a bid. The DCA's waiver of immaterial defect shall in no way modify the IFB document or excuse the bidder from full compliance with all requirements if awarded the agreement.
6. Costs incurred for developing bids and in anticipation of award of the agreement are entirely the responsibility of the bidder and shall not be charged to DCA.
7. An individual who is authorized to bind the bidding firm contractually must sign the Bidder Certification Sheet (Attachment 1). The signature must indicate the title or position that the individual holds in the firm. An unsigned bid shall be rejected.
8. A bidder may modify a bid after its submission by withdrawing its original bid and resubmitting a new bid prior to the bid submission deadline. Bidder modifications offered in any other manner, oral or written, shall not be considered.
9. A bidder may withdraw its bid by submitting a written withdrawal request to the State, signed by the bidder or an authorized agent. A bidder may thereafter submit a new bid prior to the bid submission deadline. Bids may not be withdrawn without cause subsequent to the bid submission deadline.
10. The DCA may modify the IFB prior to the date fixed for submission of bids by the issuance of an addendum to all parties who received a bid package.
11. The DCA reserves the right to reject all bids. The DCA reserves the right to reject any bid that it deems not cost reasonable or for any other reason it deems a bid does not meet the requirements of this IFB. The DCA **is not required to award an agreement** as a result of this IFB.
12. Before submitting a response to this solicitation, bidders should review, correct all errors, and confirm compliance with the IFB requirements.

13. The DCA does not accept alternate agreement language from a prospective contractor. A bid with such language shall be considered a counter proposal and will be rejected. The State's General Terms and Conditions (GTC) are not negotiable.
14. No oral understanding or oral agreement shall be binding on either party.
15. "The State of California seeks to realize the potential benefits of GenAI, through the development and deployment of GenAI tools, while balancing the risks of these new technologies. Bidder/Offeror must notify the State in writing if it: (1) intends to provide GenAI as a deliverable to the State; or (2), intends to utilize GenAI, including GenAI from third parties, to complete all or a portion of any deliverable that materially impacts: (i) functionality of a State system, (ii) risk to the State, or (iii) Contract performance. For avoidance of doubt, the term "materially impacts" shall have the meaning set forth in State Administrative Manual (SAM) § 4986.2 Definitions for GenAI.

Failure to report GenAI to the State may result in disqualification. The State reserves the right to seek any and all relief to which it may be entitled to as a result of such nondisclosure.

Upon notification by a Bidder/Offeror of GenAI as required, the State reserves the right to incorporate GenAI Special Provisions into the final contract or reject bids/offers that present an unacceptable level of risk to the State.

Government Code 11549.64 defines "Generative Artificial Intelligence (GenAI)" as an artificial intelligence system that can generate derived synthetic content, including text, images, video, and audio that emulates the structure and characteristics of the system's training data."

VIII. PROHIBITION ON TAX DELINQUENTS:

1. Pursuant to Public Contract Code section 10295.4, persons or companies identified as the largest tax delinquents by the Franchise Tax Board (FTB) or the California Department of Tax and Fee Administration (CDTFA) shall be disqualified from bidding and ineligible to enter into any agreement with the state for non-IT goods or services. Any agreement entered into in violation of section 10295.4 is void and unenforceable.
2. Prior to executing any state agreement or renewal for non-IT goods or services, the DCA shall verify that the proposed awardee(s) is not on a prohibited list by checking both the FTB and CDTFA websites.

IX. LOSS LEADER:

It is unlawful for any person engaged in business within this state to sell or use any article or product as a "loss leader" as defined in Section 17030 of the Business and Professions Code.

X. EVALUATION AND SELECTION PROCESS:

1. Each bid will be checked for the presence or absence of required information in conformance with the submission requirements of this IFB.
2. The DCA will evaluate each bid to determine its responsiveness to all IFB requirements. All bidders must meet the minimum qualifications, as stated in Article IV – Minimum Qualifications for Bidders and provide all of the required attachments as outlined in the Attachment 7 – IFB Checklist to be considered responsive.

3. Bids that contain false or misleading statements, or which provide references, which do not support an attribute or condition claimed by the bidder, may be rejected. If in the opinion of the DCA, information submitted by the bidder was intended to mislead the DCA in its evaluation of the bid and the attribute, condition, or capability is a requirement of the IFB, it will be the basis for rejection of the bid.
4. The final selection will be made based on the lowest responsive bid. In the event of a tie in the bid amount, a tiebreaker will be decided by a coin toss observed by witnesses. Affected bidders will be invited to witness the coin toss.

XI. AWARD AND PROTEST:

1. Award of Contract:

The contract shall be awarded based on the responsive/responsible bidder submitting the lowest average Grand Total for Drug Testing Services stated on the Bidder's Cost Sheet.

Award if made will be made within ninety (90) days (if no protest of the award is received) after the scheduled date for the Intent to Award. If a protest is received, the Award, if made, will be after the protest is resolved.

Whenever an agreement is awarded under a procedure that provides for competitive bidding, but the agreement is not to be awarded to the low bidder, the low bidder shall be notified by telegram, electronic facsimile transmission, overnight courier, or personal delivery five (5) working days prior to the award of the agreement.

2. Protest:

All protests must be made in writing, signed by an officer of the company or individual authorized to do so and submitted within five (5) working days of the State's posting of its intent to award. An original copy of the protest must be mailed (i.e. certified mail with return receipt requested) to:

Department of General Services
Office of Legal Services
Attention: Bid Protest Coordinator
707 3rd Street, 7th Floor, Suite 7-330
West Sacramento, CA 95605
Email: OLSProtests@dgs.ca.gov

A copy of the protest must also be mailed (certified or registered recommended) to:

Department of Consumer Affairs
Business Services Office – Contracts Unit
Attn: Sean O'Neal
1625 N. Market Blvd., Suite S-103
Sacramento, CA 95834

Within five (5) working days of filing a protest, the bidder must submit a complete written statement specifying the grounds of the protest to the same aforementioned individuals. The protestor must provide facts and evidence to support its claim.

XII. DISPOSITION OF BIDS:

1. Upon bid opening, all documents submitted in response to this IFB will become the property of the State of California and will be regarded as public records under the California Public Records Act (Government Code Section 7920.0000 et seq.) and subject to review by the public.
2. Bid packages may be returned only at the bidder's expense, unless such expense is waived by the DCA.

XIII. AGREEMENT EXECUTION AND PERFORMANCE:

1. Performance shall start on the date set by the DCA and the Contractor, after all approvals have been obtained and the agreement is fully executed. The agreement will be executed only upon the State's acceptance of the Contractor's certificates of insurance, bonds, licenses, and permits, when such items are required. Should the Contractor fail to commence work at the agreed upon time, the DCA, upon five (5) days written notice to the Contractor, reserves the right to terminate the Agreement. In addition, the Contractor shall be liable to the State for the difference between Contractor's bid price and the actual cost of performing work by the second lowest bidder or by another Contractor.
2. The lowest responsive bidder shall enter into an Agreement with the State, which will be prepared on a State of California Standard Agreement.
3. All performance under this agreement shall be completed on or before the termination date of the Agreement.
4. Should it become necessary to modify the terms of the resulting contract, those modifications may be made through a written amendment to the contract to the extent allowable by State Contracting Manual (SCM), Volume 1, Chapter 5, section 5.81. A contract amendment shall not be effective unless in writing and until fully executed by both parties.
5. The Agreement will not include a hard copy of the General Terms and Conditions (Exhibit C, GTC-02/2025), they will be incorporated by reference and made part of this Agreement and can be viewed here: <https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/Standard-Contract-Language>

XIV. BID SUBMISSION REQUIREMENTS:

The bid submission package must include the following required forms fully completed and signed where applicable:

1. **BIDDER'S COST SHEETS – CONTRACT YEARS 1–3, and CONTRACT YEARS 4-5 as options 1 and option 2.** must be completed and submitted with an original or electronic signature by the individual legally authorized to bind the bidder. The cost sheet must contain the proposed bid cost for the Total Cost.
2. **ATTACHMENT 1 – BIDDER CERTIFICATION SHEET** - This Bid/Bidder Certification Sheet **must** be signed and returned along with all the "required attachments" as an entire package.
3. **ATTACHMENT 2 – BIDDER REFERENCES** – must provide three references for services performed within the last five (5) years, which are similar to Exhibit A, Scope of Work to be performed in this contract.

4. **ATTACHMENT 3 – BIDDER DECLARATION FORM (GSPD-05-105)** – must be completed and submitted with an original or electronic signature.
5. **ATTACHMENT 4 – PAYEE DATA RECORD** – must be completed with an original or electronic signature.
6. **ATTACHMENT 5 – CONTRACTOR CERTIFICATION CLAUSES** – must be signed and dated with an original or electronic signature.
7. **ATTACHMENT 6 - DARFUR CONTRACTING ACT CERTIFICATION FORM** – must be fully completed, signed, and dated with an original or electronic signature.
8. **ATTACHMENT 7 – IFB CHECKLIST** – is to be used to confirm compliance with the bid submission requirements. The checklist must be fully completed and submitted as the cover to your bid package.

XV. DARFUR CONTRACTING ACT OF 2008:

Effective January 1, 2009, all Invitations for Bids (IFB) or Requests for Proposals (RFP) for goods or services must address the requirements of the Darfur Contracting Act of 2008 (Act). (Public Contract Code sections 10475, et seq.; Stats. 2008, Ch. 272.) The Act was passed by the California Legislature and signed into law by the Governor to preclude State agencies generally from contracting with “scrutinized” companies that do business in the African nation of Sudan (of which the Darfur region is a part), for the reasons described in Public Contract Code section 10475.

A scrutinized company is a company doing business in Sudan as defined in Public Contract Code section 10476. Scrutinized companies are ineligible to, and cannot, bid on or submit a proposal for a contract with a State agency for goods or services. (Public Contract Code section 10477(a).)

Therefore, Public Contract Code section 10478 (a) requires a company that currently has (or within the previous three years has had) business activities or other operations outside of the United States to certify that it is not a “scrutinized” company when it submits a bid or proposal to a State agency (See # 1 on Attachment 6).

A scrutinized company may still, however, submit a bid or proposal for a contract with a State agency for goods or services if the company first obtains permission from the Department of General Services (DGS) according to the criteria set forth in Public Contract Code section 10477(b) (See #2 on Attachment 6).

XVI. SMALL BUSINESS ENTERPRISE PREFERENCE:

Overview: Current law encourages state departments to first consider a Small Business Enterprise (Small)/Microbusiness Enterprise (Micro) for contracting opportunities. The DCA is committed to supporting Small/Micro business participation in state contracting and seeks to use certified Small/Micro businesses whenever possible.

The State of California provides a five percent (5%) preference to Small/Micro Business proposers. This 5% preference is also provided to Non-Small Businesses that commit to subcontract, with one or more California-certified Small/Micro businesses, at least 25% of the net bid price, as specified below. The standard contract language for the preference programs can be found at <https://www.dgs.ca.gov/PD/Services/Page-Content/Procurement-Division-Services-List-Folder/Apply-for-or-Re-apply-as-Small-Business-Disabled-Veteran-Business-Enterprise>. For the purposes of this section, the definitions specified in Title 2, California Code of Regulations (CCR), §1896.4 shall apply unless otherwise noted.

Questions regarding certification of small businesses should be directed to the Office of Small Business and DVBE Services (OSDS) at (916) 375-4940. See below for an example of how a Small Business preference is applied.

*Note:

Bidder	A	B	C
Responsive & Responsible	Y	Y	Y
SB Preference and Claiming	SB	None	SB
Net Bid Amount	\$32,995	\$31,900	\$32,500
Initial Ranking	3	1	2
SB Preference Amount*	\$1,595	0	\$1,595
Evaluated Bid Price	\$31,400	\$31,900	\$30,905
Re-Ranking	2	3	1

the 5% SB preference is calculated from the lowest net bid received ($0.05 \times = \$$) and that value is then applied to all SB bids.

XVII. TARGET AREA CONTRACT PREFERENCE ACT (TACPA) (if applicable):

Refer to <https://www.documents.dgs.ca.gov/DGS/FMC/PDF/std830.pdf> for more information.

XVIII. DISABLED VETERAN BUSINESS ENTERPRISE PROGRAM (DVBE) PARTICIPATION:

Section 10115 et seq. of the Public Contract Code, and Section 999 et seq. of the Military and Veterans Code requires a goal of three percent (3%) for Disabled Veteran Business Enterprise (DVBE) participation for all contracts on an agency-wide basis of \$25,000.00 and over unless exempted due to the services provided.

DVBE participation requirements are being **waived** for this IFB.

XIX. DVBE INCENTIVE OPTION:

The State is committed to achieving legislatively established goals for the participation of DVBEs in all state contracts and seeks to use certified DVBE business whenever possible. Therefore, the State requests your voluntary participation in reporting any certified DVBEs including yourself, that will be used in the performance of this Agreement. An explanation of the Disabled Veteran Business Enterprise Program (DVBE) requirements can be found at the Internet web site:

<https://www.dgs.ca.gov/PD/Services/Page-Content/Procurement-Division-Services-List-Folder/Apply-for-or-Re-apply-as-Small-Business-Disabled-Veteran-Business-Enterprise>.

EXHIBIT B.1 COST SHEET

BIDDER'S COST SHEETS – CONTRACT YEARS 1 – 3

Acupuncture Board of California (AB)

Contract Term: July 1, 2026, through June 30, 2029

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

I. Cost Sheet: Acupuncture Board of California (AB)

A. Costs to be paid by the Acupuncture Board of California (AB)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		7	\$
Toxicology or MRO telephone or email consultation	\$		18	\$
Litigation package		\$	7	\$
*Travel, as approved by AB				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Acupuncture Board of California (AB)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	1,248	\$
Oral - Base Panel Drug Screening	\$	1,248	\$
Quantisal Oral Fluid	\$	1,248	\$
Hair – 15 Panel Drug Screening Test	\$	1,248	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	1,248	\$
Collection Site Fee	\$	1,248	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	N/A	\$
B. TOTAL	\$	7,488	\$

I. Cost Sheet: Acupuncture Board of California (AB) Total A + B = \$ _____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.1, COST SHEET

Board of Behavioral Sciences (BBS)

Contract Term: July 1, 2026, through June 30, 2029

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

II. Cost Sheet: Board of Behavioral Sciences (BBS)

A. Costs to be paid by the Board of Behavioral Sciences (BBS):

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		25 @ 2 hrs each	\$
Toxicology or MRO telephone or email consultation	\$		55	\$
Litigation package		\$	12	\$
*Travel, as approved by BBS				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out of area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid directly by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I. The testing fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Board of Behavioral Sciences (BBS)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	Total
Urine - Base Panel Drug Screening	\$	2,500	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	5,700	\$
Hair – 15 Panel Drug Screening Test	\$	1	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	30	\$
Collection Site Fee	\$	2,531	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	5,700	\$
B. TOTAL	\$		\$

II. Cost Sheet: Board of Behavioral Sciences (BBS) A + B = \$ _____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.1 COST SHEET

Board of Psychology (PSYCH)

Contract Term: July 1, 2026, through June 30, 2029

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

III. Cost Sheet Board of Psychology (PSYCH)

A. Costs to be paid by the Board of Psychology (PSYCH)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		9	\$
Toxicology or MRO telephone or email consultation	\$		9	\$
Litigation package		\$	9	\$
*Travel, as approved by PSYCH				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Board of Psychology (PSYCH)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	900	\$
Oral - Base Panel Drug Screening	\$	120	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	120	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	200	\$
Collection Site Fee	\$	900	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	0	\$
B. TOTAL	\$		\$

III. Cost Sheet Board of Psychology (PSYCH) A + B = \$_____

- ¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.1 COST SHEET

Board of Registered Nursing (BRN)

Contract Term: July 1, 2026, through June 30, 2029

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

IV. Cost Sheet: Board of Registered Nursing (BRN)

A. Costs to be paid by the Board of Registered Nursing (BRN)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		300	\$
Toxicology or MRO telephone or email consultation	\$		30,000	\$
Litigation package		\$	30	\$
*Travel, as approved by BRN				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Board of Registered Nursing (BRN)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	43,500	\$
Oral - Base Panel Drug Screening	\$	4,500	\$
Quantisal Oral Fluid	\$	4,500	\$
Hair – 15 Panel Drug Screening Test	\$	1,500	\$
Nail – 15 Panel Drug Screening Test	\$	600	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	2,250	\$
Collection Site Fee	\$	45,000	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	4,500	\$
B. TOTAL	\$		\$

IV. Cost Sheet: Board of Registered Nursing (BRN) A + B = \$_____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.1, COST SHEET

Board of Vocational Nursing and Psychiatric Technicians (BVNPT)

Contract Term: July 1, 2026, through June 30, 2029

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

V. Cost Sheet: Board of Vocational Nursing and Psychiatric Technicians (BVNPT)

A. Costs to be paid by the Board of Vocational Nursing and Psychiatric Technicians (BVNPT)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Medical Review Officer Review of Test Results	\$	\$	180	\$
Expert Witness Services	\$		180	
Litigation package		\$	60	\$
*Travel, as approved				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out of area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid directly by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I. The testing fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Board of Vocational Nursing and Psychiatric Technicians (BVNPT)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	105	\$
Oral - Base Panel Drug Screening	\$	105	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	90	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	90	\$
Collection Site Fee	\$	75	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	60	\$
B. TOTAL	\$		\$

V. Cost Sheet: (BVNPT)

A + B = \$_____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.1 COST SHEET

Division of Investigation (DOI)

Contract Term: July 1, 2026, through June 30, 2029

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

VI. Cost Sheet: Division of Investigation (DOI)

A. Costs to be paid by the Division of Investigation (DOI)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		300	\$
Toxicology or MRO telephone or email consultation	\$		24	\$
Litigation package		\$	18	\$
*Travel, as approved by DOI				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Division of Investigation (DOI)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	540	\$
Oral - Base Panel Drug Screening	\$	9	\$
Quantisal Oral Fluid	\$	9	\$
Hair – 15 Panel Drug Screening Test	\$	48	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	9	\$
Collection Site Fee	\$	540	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	1,200	\$
B. TOTAL	\$		\$

VI. Cost Sheet: Division of Investigation (DOI) A + B = \$ _____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.1, COST SHEET

Dental Board of California (DBC)

Contract Term: July 1, 2026, through June 30, 2029

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

VII. Cost Sheet: Dental Board of California (DBC)

A. Costs to be paid by the Dental Board of California (DBC):

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		10	\$
Toxicology or MRO telephone or email consultation	\$		20	\$
Litigation package		\$	5	\$
*Travel, as approved by DBC				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the DBC. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I. The testing fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Dental Board of California (DBC)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	1,500	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	25	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	60	\$
Collection Site Fee	\$	1,500	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	100	\$
B. TOTAL	\$		\$

VII. Cost Sheet: Dental Board of California (DBC) A + B = \$ _____

- 1 The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.1 COST SHEET

Dental Hygiene Board of California (DHBC)

Contract Term: July 1, 2026, through June 30, 2029

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

VIII. Cost Sheet: Dental Hygiene Board of California (DHBC)

A. Costs to be paid by the Dental Hygiene Board of California (DHBC)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		15	\$
Toxicology or MRO telephone or email consultation	\$		30	\$
Litigation package		\$	18	\$
*Travel, as approved by DHBC				\$ 1,000.00
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Dental Hygiene Board of California (DHBC)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	0	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	30	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	30	\$
Collection Site Fee	\$	1,950	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	300	\$
B. TOTAL	\$		\$

V.III Cost Sheet: Dental Hygiene Board of California (DHBC) A + B = \$ _____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.1 COST SHEET

Medical Board of California (MBC)

Contract Term: July 1, 2026, through June 30, 2029

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

IX. Cost Sheet: Medical Board of California (MBC)

A. Costs to be paid by the Medical Board of California (MBC):

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		675	\$
Toxicology or MRO telephone or email consultation	\$		66	\$
Litigation package		\$	66	\$
*Travel, as approved by MBC				\$ 1,000.00
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Medical Board of California (MBC)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	1,5000	\$
Oral – Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	900	\$
Hair – 15 Panel Drug Screening Test	\$	900	\$
Nail – 15 Panel Drug Screening Test	\$	180	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	900	\$
Collection Site Fee	\$	1,020	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	900	\$
B. TOTAL	\$		\$

IX. Cost Sheet: Medical Board of California (MBC) A + B = \$_____

- ¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.1 COST SHEET

Osteopathic Medical Board of California (OMBC)

Contract Term: July 1, 2026, through June 30, 2029

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

X. Cost Sheet: Osteopathic Medical Board of California (OMBC)

A. Costs to be paid by the Osteopathic Medical Board of California (OMBC):

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		10	\$
Toxicology or MRO telephone or email consultation	\$		20	\$
Litigation package		\$	10	\$
*Travel, as approved by OMBC				\$1,000.00
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Osteopathic Medical Board of California (OMBC)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	1,200	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	30	\$
Blood - Base Panel Drug Screening:PEth Whole	\$	30	\$
Collection Site Fee	\$	1,200	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	0	\$
B. TOTAL	\$		\$

X. Osteopathic Medical Board of California (OMBC) A + B = \$ _____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.1 COST SHEET

Physician Assistant Board (PAB)

Contract Term: July 1, 2026, through June 30, 2029

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

XI. Cost Sheet: Physician Assistant Board (PAB)

A. Costs to be paid by the Physician Assistant Board (PAB)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		3	\$
Toxicology or MRO telephone or email consultation	\$		6	\$
Litigation package		\$	3	\$
*Travel, as approved by PAB				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Physician Assistant Board (PAB)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	1,560	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	30	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	60	\$
Collection Site Fee	\$	1,560	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	0	\$
B. TOTAL	\$		\$

XI. Cost Sheet: Physician Assistant Board (PAB) A + B + = \$ _____

- ¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.1 COST SHEET

Physical Therapy Board of California (PTBC)

Contract Term: July 1, 2026, through June 30, 2029

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

XII. Cost Sheet: Physical Therapy Board of California (PTBC)

A. Costs to be paid by the Physical Therapy Board of California (PTBC)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		10	\$
Toxicology or MRO telephone or email consultation	\$		20	\$
Litigation package		\$	12	\$
*Travel, as approved by PTBC				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Physical Therapy Board of California (PTBC)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	1,300	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	20	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	20	\$
Collection Site Fee	\$	1,300	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	200	\$
B. TOTAL	\$		\$

XII. Cost Sheet: Physical Therapy Board of California (PTBC) A + B = \$_____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.1 COST SHEET

Respiratory Care Board (RCB)

Contract Term: July 1, 2026, through June 30, 2029

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

XIII. Cost Sheet: Respiratory Care Board (RCB)

A. Costs to be paid by the Respiratory Care Board (RCB):

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		3	\$
Toxicology or MRO telephone or email consultation	\$		6	\$
Litigation package		\$	18	\$
*Travel, as approved by RCB				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Respiratory Care Board (RCB)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	3,600	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	0	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	0	\$
Collection Site Fee	\$	3,600	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	600	\$
B. TOTAL	\$		\$

XIII. Cost Sheet: Respiratory Care Board (RCB) A + B = \$ _____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.1, COST SHEET

California State Board of Pharmacy (BOP)

Contract Term: July 1, 2026, through June 30, 2029

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

XIV. Cost Sheet: California State Board of Pharmacy (BOP)

A. Costs to be paid by the California State Board of Pharmacy (BOP)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		18	\$
Toxicology or MRO telephone or email consultation	\$		9	\$
Litigation package		\$	75	\$
*Travel, as approved by BOP				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out of area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid directly by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I. The testing fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. California State Board of Pharmacy (BOP)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Drug Testing Base Panel	\$	2,922	\$
12 Panel Hair Test	\$	6	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	156	\$
Review of Immunoassay data by family on dilute samples	\$	6	\$
Confirmation at limit of detection (LOD)	\$	30	\$
Video Monitored Oral Fluid Collection – Drug Scan Oral Fluid lab-based test	\$	30	\$
Video Monitored Oral Fluid Collection Fee	\$	30	\$
Video Monitored Five Test Bundle	\$	30	\$
B. TOTAL	\$		\$

XIV. Cost Sheet: California State Board of Pharmacy (BOP) A + B = \$ _____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.1. COST SHEET

Contract Term: July 1, 2026, through June 30, 2029

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

Cost Sheet #	DCA Board	A Total \$	B Total \$	A + B = Total \$
I	Acupuncture Board of California (AB)	\$	\$	\$
II	Board of Behavioral Sciences (BBS)	\$	\$	\$
III	Board of Psychology (PSYCH)	\$	\$	\$
IV	Board of Registered Nursing (BRN)	\$	\$	\$
V	Board of Vocational Nursing and Psychiatric Technicians (BVNPT)	\$	\$	\$
VII	Division of Investigation (DOI)	\$	\$	\$
VII	Dental Board of California (DBC)	\$	\$	\$
VIII	Dental Hygiene Board of California (DHBC)	\$	\$	\$
IX	Medical Board of California (MBC)	\$	\$	\$
X	Osteopathic Medical Board of California (OMBC)	\$	\$	\$
XI	Physician Assistant Board (PAB)	\$	\$	\$
XII	Physical Therapy Board of California (PTBC)	\$	\$	\$
XIII	Respiratory Care Board (RCB)	\$	\$	\$
XIV	California State Board of Pharmacy (BOP)	\$	\$	\$

BASIS for AWARD = I + II +III +IV + V +VI +VII +VIII + IX + X + XI + XII + XIII + XIV

TOTAL COST EXHIBIT B.1 = \$ _____

The DCA reserves the right to make mathematical corrections to Cost Sheet and/or contact the bidder for clarification purposes.

I hereby certify that I am authorized to sign this Cost Sheet and warrant that the cost shown above is accurate and represents an unconditional offer to the Department of Consumer Affairs.

Signature	Date Signed
Printed Name	Title
Legal Business Name	Federal I.D. Number

Bid form(s) must be completed in its entirety.

An unsigned bid form may result in disqualification.

Questions regarding completion of this form should be brought to the attention of:

Sean O'Neal at sean.p.oneal@dca.ca.gov

EXHIBIT B.2 COST SHEET

BIDDER'S COST SHEETS – OPTION 1 YEAR 4

Acupuncture Board of California (AB)

Option 1 Contract Term: July 1, 2029, through June 30, 2030

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

I. Cost Sheet: Acupuncture Board of California (AB)

A. Costs to be paid by the Acupuncture Board of California (AB)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		2	\$
Toxicology or MRO telephone or email consultation	\$		6	\$
Litigation package		\$	2	\$
*Travel, as approved by AB				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Acupuncture Board of California (AB)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	312	\$
Oral - Base Panel Drug Screening	\$	312	\$
Quantisal Oral Fluid	\$	312	\$
Hair – 15 Panel Drug Screening Test	\$	312	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	312	\$
Collection Site Fee	\$	312	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	312	\$
B. TOTAL	\$	2,184	\$

I. Cost Sheet: Acupuncture Board of California (AB) Option 1 A + B Total = \$_____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.2 COST SHEET

Board of Behavioral Sciences (BBS)

Option 1 Contract Term: July 1, 2029, through June 30, 2030

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

II. Cost Sheet: Board of Behavioral Sciences (BBS)

A. Costs to be paid by the Board of Behavioral Sciences (BBS):

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		10 @ 2 hrs each	\$
Toxicology or MRO telephone or email consultation	\$		15	\$
Litigation package		\$	3	\$
*Travel, as approved by BBS				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out of area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid directly by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I. The testing fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Board of Behavioral Sciences (BBS)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	Total
Urine - Base Panel Drug Screening	\$	833	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	1,900	\$
Hair – 15 Panel Drug Screening Test	\$	1	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	10	\$
Collection Site Fee	\$	844	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	1,900	\$
B. TOTAL	\$		\$

II. Cost Sheet: Board of Behavioral Sciences (BBS) Option 1 A + B Total = \$ _____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.2 COST SHEET

Board of Psychology (PSYCH)

Option 1 Contract Term: July 1, 2029, through June 30, 2030

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

III. Cost Sheet Board of Psychology (PSYCH)

A. Costs to be paid by the Board of Psychology (PSYCH)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		3	\$
Toxicology or MRO telephone or email consultation	\$		3	\$
Litigation package		\$	3	\$
*Travel, as approved by PSYCH				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Board of Psychology (PSYCH)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	300	\$
Oral - Base Panel Drug Screening	\$	40	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	40	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	75	\$
Collection Site Fee	\$	300	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	0	\$
B. TOTAL	\$		\$

III. Cost Sheet Board of Psychology (PSYCH) Option 1 A + B Total = \$_____

- ¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.2 COST SHEET

Board of Registered Nursing (BRN)

Option 1 Contract Term: July 1, 2029, through June 30, 2030

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

IV. Cost Sheet: Board of Registered Nursing (BRN)

A. Costs to be paid by the Board of Registered Nursing (BRN)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		100	\$
Toxicology or MRO telephone or email consultation	\$		10,000	\$
Litigation package		\$	10	\$
*Travel, as approved by BRN				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Board of Registered Nursing (BRN)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	14,500	\$
Oral - Base Panel Drug Screening	\$	1,500	\$
Quantisal Oral Fluid	\$	1,500	\$
Hair – 15 Panel Drug Screening Test	\$	500	\$
Nail – 15 Panel Drug Screening Test	\$	200	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	750	\$
Collection Site Fee	\$	15,000	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	1,500	\$
B. TOTAL	\$		\$

IV. Cost Sheet: Board of Registered Nursing (BRN) Option 1 A + B Total = \$_____

- ¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.2 COST SHEET

Board of Vocational Nursing and Psychiatric Technicians (BVNPT)

Option 1 Contract Term: July 1, 2029, through June 30, 2030

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

V. Cost Sheet: Board of Vocational Nursing and Psychiatric Technicians (BVNPT)

A. Costs to be paid by the Board of Vocational Nursing and Psychiatric Technicians (BVNPT)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Medical Review Officer Review of Test Results	\$	\$	20	\$
Expert Witness Services	\$		20	\$
Litigation package		\$	20	\$
*Travel, as approved				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out of area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid directly by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I. The testing fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Board of Vocational Nursing and Psychiatric Technicians (BVNPT)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	35	\$
Oral - Base Panel Drug Screening	\$	35	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	30	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	30	\$
Collection Site Fee	\$	25	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	20	\$
B. TOTAL	\$		\$

V. Cost Sheet: (BVNPT)

Option 1 A + B Total = \$ _____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.2 COST SHEET

Division of Investigation (DOI)

Option 1 Contract Term: July 1, 20029, through June 30, 2030

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

VI. Cost Sheet: Division of Investigation (DOI)

A. Costs to be paid by the Division of Investigation (DOI)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		100	\$
Toxicology or MRO telephone or email consultation	\$		8	\$
Litigation package		\$	6	\$
*Travel, as approved by DOI				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Division of Investigation (DOI)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	180	\$
Oral - Base Panel Drug Screening	\$	3	\$
Quantisal Oral Fluid	\$	3	\$
Hair – 15 Panel Drug Screening Test	\$	16	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	3	\$
Collection Site Fee	\$	180	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	400	\$
B. TOTAL	\$		\$

VI. Cost Sheet: Division of Investigation (DOI) Option 1 A + B Total = \$ _____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.2 COST SHEET

Dental Board of California (DBC)

Option 1 Contract Term: July 1, 2029, through June 30, 2030

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

VII. Cost Sheet: Dental Board of California (DBC)

A. Costs to be paid by the Dental Board of California (DBC):

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		3	\$
Toxicology or MRO telephone or email consultation	\$		5	\$
Litigation package		\$	2	\$
*Travel, as approved by DBC				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the DBC. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I. The testing fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Dental Board of California (DBC)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	500	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	5	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	20	\$
Collection Site Fee	\$	500	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	30	\$
B. TOTAL	\$		\$

VII. Cost Sheet: Dental Board of California (DBC) Option 1 A + B Total = \$ _____

- 1 The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.2 COST SHEET

Dental Hygiene Board of California (DHBC)

Option 1 Contract Term: July 1, 2029, through June 30, 2030

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

VIII. Cost Sheet: Dental Hygiene Board of California (DHBC)

A. Costs to be paid by the Dental Hygiene Board of California (DHBC)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		10	\$
Toxicology or MRO telephone or email consultation	\$		10	\$
Litigation package		\$	12	\$
*Travel, as approved by DHBC				\$ 1,000.00
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Dental Hygiene Board of California (DHBC)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	0	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	20	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	20	\$
Collection Site Fee	\$	1,300	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	200	\$
B. TOTAL	\$		\$

VIII. Cost Sheet: Dental Hygiene Board of California (DHBC) Option 1 A + B Total = \$ _____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.2 COST SHEET

Medical Board of California (MBC)

Option 1 Contract Term: July 1, 2029, through June 30, 2030

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

IX. Cost Sheet: Medical Board of California (MBC)

A. Costs to be paid by the Medical Board of California (MBC):

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		150	\$
Toxicology or MRO telephone or email consultation	\$		15	\$
Litigation package		\$	15	\$
*Travel, as approved by MBC				\$ 1,000.00
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Medical Board of California (MBC)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	5,000	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	300	\$
Hair – 15 Panel Drug Screening Test	\$	300	\$
Nail – 15 Panel Drug Screening Test	\$	60	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	300	\$
Collection Site Fee	\$	5,000	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	300	\$
B. TOTAL	\$		\$

IX. Cost Sheet: Medical Board of California (MBC) Option 1 A + B Total = \$_____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.2 COST SHEET

Osteopathic Medical Board of California (OMBC)

Option 1 Contract Term: July 1, 2029, through June 30, 2030

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

X. Cost Sheet: Osteopathic Medical Board of California (OMBC)

A. Costs to be paid by the Osteopathic Medical Board of California (OMBC):

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		5	\$
Toxicology or MRO telephone or email consultation	\$		8	\$
Litigation package		\$	5	\$
*Travel, as approved by OMBC				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Osteopathic Medical Board of California (OMBC)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	400	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	10	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	10	\$
Collection Site Fee	\$	400	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	0	\$
B. TOTAL	\$		\$

X. Osteopathic Medical Board of California (OMBC) Option 1 A + B Total = \$ _____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

Physician Assistant Board (PAB)

Option 1 Contract Term: July 1, 2290, through June 30, 2030

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

XI. Cost Sheet: Physician Assistant Board (PAB)

A. Costs to be paid by the Physician Assistant Board (PAB)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		1	\$
Toxicology or MRO telephone or email consultation	\$		2	\$
Litigation package		\$	1	\$
*Travel, as approved by PAB				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Physician Assistant Board (PAB)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	520	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	10	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	20	\$
Collection Site Fee	\$	520	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	0	\$
B. TOTAL	\$		\$

XI. Cost Sheet: Physician Assistant Board (PAB) Option 1 A + B + Total = \$_____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.2 COST SHEET

Physical Therapy Board of California (PTBC)

Option 1 Contract Term: July 1, 2029, through June 30, 2030

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

XII. Cost Sheet: Physical Therapy Board of California (PTBC)

A. Costs to be paid by the Physical Therapy Board of California (PTBC)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		10	\$
Toxicology or MRO telephone or email consultation	\$		20	\$
Litigation package		\$	12	\$
*Travel, as approved by PTBC				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Physical Therapy Board of California (PTBC)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	1,300	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	20	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	20	\$
Collection Site Fee	\$	1,300	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	200	\$
B. TOTAL	\$		\$

XII. Cost Sheet: (PTBC) Option 1 A + B Total = \$_____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.2 COST SHEET

Respiratory Care Board (RCB)

Option 1 Contract Term: July 1, 2029, through June 30, 2030

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

XIII. Cost Sheet: Respiratory Care Board (RCB)

A. Costs to be paid by the Respiratory Care Board (RCB):

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		1	\$
Toxicology or MRO telephone or email consultation	\$		2	\$
Litigation package		\$	6	\$
*Travel, as approved by RCB				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Respiratory Care Board (RCB)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	1,200	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	0	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	0	\$
Collection Site Fee	\$	1,200	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	200	\$
B. TOTAL	\$		\$

XIII. Cost Sheet: Respiratory Care Board (RCB) Option 1 A + B Total = \$_____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.2 COST SHEET

California State Board of Pharmacy (BOP)

Option 1 Contract Term: July 1, 2029, through June 30, 2030

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

XIV. Cost Sheet: California State Board of Pharmacy (BOP)

A. Costs to be paid by the California State Board of Pharmacy (BOP)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		6	\$
Toxicology or MRO telephone or email consultation	\$		3	\$
Litigation package		\$	25	\$
*Travel, as approved by BOP				\$1,000.00
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out of area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid directly by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I. The testing fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody form.

COST SHEET CONT. California State Board of Pharmacy (BOP)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Drug Testing Base Panel	\$	974	\$
12 Panel Hair Test	\$	6	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	52	\$
Review of Immunoassay data by family on dilute samples	\$	2	\$
Confirmation at limit of detection (LOD)	\$	10	\$
Video Monitored Oral Fluid Collection – Drug Scan Oral Fluid lab-based test	\$	10	\$
Video Monitored Oral Fluid Collection Fee	\$	10	\$
Video Monitored Five Test Bundle	\$	10	\$
B. TOTAL	\$		\$

XIV. Cost Sheet: (BOP) Option 1 A + B Total = \$_____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.2 COST SHEET

Option 1 Contract Term: July 1, 2029, through June 30, 2030

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

Cost Sheet #	DCA Board	A Total \$	B Total \$	A + B = Total \$
I	Acupuncture Board of California (AB)	\$	\$	\$
II	Board of Behavioral Sciences (BBS)	\$	\$	\$
III	Board of Psychology (PSYCH)	\$	\$	\$
IV	Board of Registered Nursing (BRN)	\$	\$	\$
V	Board of Vocational Nursing and Psychiatric Technicians (BVNPT)	\$	\$	\$
VI	Division of Investigation (DOI)	\$	\$	\$
VII	Dental Board of California (DBC)	\$	\$	\$
VIII	Dental Hygiene Board of California (DHBC)	\$	\$	\$
IX	Medical Board of California (MBC)	\$	\$	\$
X	Osteopathic Medical Board of California (OMBC)	\$	\$	\$
XI	Physician Assistant Board (PAB)	\$	\$	\$
XII	Physical Therapy Board of California (PTBC)	\$	\$	\$
XIII	Respiratory Care Board (RCB)	\$	\$	\$
XIV	California State Board of Pharmacy (BOP)	\$	\$	\$

BASIS for AWARD = I + II +III +IV + V +VI +VII +VIII + IX + X + XI + XII + XIII + XIV

TOTAL COST OPTION 1 Total = \$ _____

The DCA reserves the right to make mathematical corrections to Cost Sheet and/or contact the bidder for clarification purposes.

I hereby certify that I am authorized to sign this Cost Sheet and warrant that the cost shown above is accurate and represents an unconditional offer to the Department of Consumer Affairs.

Signature	Date Signed
Printed Name	Title
Legal Business Name	Federal I.D. Number

**Bid form(s) must be completed in its entirety.
An unsigned bid form may result in disqualification.
Questions regarding completion of this form should be brought to the attention of:
Sean O'Neal at sean.p.oneal@dca.ca.gov**

EXHIBIT B.3 COST SHEET

BIDDER'S COST SHEETS – OPTION 2 YEAR 5

Acupuncture Board of California (AB)

Option 2 Contract Term: July 1, 2030, through June 30, 2031

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

I. Cost Sheet: Acupuncture Board of California (AB)

A. Costs to be paid by the Acupuncture Board of California (AB)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		2	\$
Toxicology or MRO telephone or email consultation	\$		6	\$
Litigation package		\$	2	\$
*Travel, as approved by AB				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Acupuncture Board of California (AB)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	312	\$
Oral - Base Panel Drug Screening	\$	312	\$
Quantisal Oral Fluid	\$	312	\$
Hair – 15 Panel Drug Screening Test	\$	312	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	312	\$
Collection Site Fee	\$	312	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	312	\$
B. TOTAL	\$		\$

I. Cost Sheet: Acupuncture Board of California (AB) Option 2 Total A + B = \$_____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.3, COST SHEET

Board of Behavioral Sciences (BBS)

Option 2 Contract Term: July 1, 2030, through June 30, 2031

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

II. Cost Sheet: Board of Behavioral Sciences (BBS)

A. Costs to be paid by the Board of Behavioral Sciences (BBS):

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		10 @ 2 hrs each	\$
Toxicology or MRO telephone or email consultation	\$		15	\$
Litigation package		\$	3	\$
*Travel, as approved by BBS				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out of area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid directly by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I. The testing fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Board of Behavioral Sciences (BBS)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	Total
Urine - Base Panel Drug Screening	\$	833	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	1,900	\$
Hair – 15 Panel Drug Screening Test	\$	1	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	10	\$
Collection Site Fee	\$	844	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	1,900	\$
B. TOTAL	\$		\$

II. Cost Sheet: Board of Behavioral Sciences (BBS) Option 2 A + B Total = \$ _____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.3 COST SHEET

Board of Psychology (PSYCH)

Option 2 Contract Term: July 1, 2030, through June 30, 2031

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

III. Cost Sheet Board of Psychology (PSYCH)

A. Costs to be paid by the Board of Psychology (PSYCH)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		3	\$
Toxicology or MRO telephone or email consultation	\$		3	\$
Litigation package		\$	3	\$
*Travel, as approved by PSYCH				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Board of Psychology (PSYCH)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	300	\$
Oral - Base Panel Drug Screening	\$	40	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	40	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	75	\$
Collection Site Fee	\$	300	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	0	\$
B. TOTAL	\$		\$

III. Cost Sheet Board of Psychology (PSYCH) Option 2 A + B Total = \$_____

- ¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.3 COST SHEET

Board of Registered Nursing (BRN)

Option 2 Contract Term: July 1, 2030, through June 30, 2031

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

IV. Cost Sheet: Board of Registered Nursing (BRN)

A. Costs to be paid by the Board of Registered Nursing (BRN)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		100	\$
Toxicology or MRO telephone or email consultation	\$		10,000	\$
Litigation package		\$	10	\$
*Travel, as approved by BRN				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Board of Registered Nursing (BRN)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	14,500	\$
Oral - Base Panel Drug Screening	\$	1,500	\$
Quantisal Oral Fluid	\$	1,500	\$
Hair – 15 Panel Drug Screening Test	\$	500	\$
Nail – 15 Panel Drug Screening Test	\$	200	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	750	\$
Collection Site Fee	\$	15,000	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	1,500	\$
B. TOTAL	\$		\$

IV. Cost Sheet: Board of Registered Nursing (BRN) Option 2 A + B Total = \$_____

- ¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.3 COST SHEET

Board of Vocational Nursing and Psychiatric Technicians (BVNPT)

Option 2 Contract Term: July 1, 2030, through June 30, 2031

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

V. Cost Sheet: Board of Vocational Nursing and Psychiatric Technicians (BVNPT)

A. Costs to be paid by the Board of Vocational Nursing and Psychiatric Technicians (BVNPT)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Medical Review Officer Review of Test Results	\$	\$	20	\$
Expert Witness Services	\$		20	\$
Litigation package		\$	20	\$
*Travel, as approved				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out of area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid directly by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I. The testing fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Board of Vocational Nursing and Psychiatric Technicians (BVNPT)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	35	\$
Oral - Base Panel Drug Screening	\$	35	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	30	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	30	\$
Collection Site Fee	\$	25	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	20	\$
B. TOTAL	\$		\$

V. Cost Sheet: (BVNPT) Option 2 A + B Total = \$_____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.3 COST SHEET

Division of Investigation (DOI)

Option 2 Contract Term: July 1, 2309, through June 30, 2031

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

VI. Cost Sheet: Division of Investigation (DOI)

A. Costs to be paid by the Division of Investigation (DOI)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		100	\$
Toxicology or MRO telephone or email consultation	\$		8	\$
Litigation package		\$	6	\$
*Travel, as approved by DOI				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Division of Investigation (DOI)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	180	\$
Oral - Base Panel Drug Screening	\$	3	\$
Quantisal Oral Fluid	\$	3	\$
Hair – 15 Panel Drug Screening Test	\$	16	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	3	\$
Collection Site Fee	\$	180	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	400	\$
B. TOTAL	\$		\$

VI. Cost Sheet: Division of Investigation (DOI) Option 2 A + B Total = \$ _____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.3 COST SHEET

Dental Board of California (DBC)

Option 2 Contract Term: July 1, 2030, through June 30, 2031

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

VII. Cost Sheet: Dental Board of California (DBC)

A. Costs to be paid by the Dental Board of California (DBC):

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		3	\$
Toxicology or MRO telephone or email consultation	\$		5	\$
Litigation package		\$	2	\$
*Travel, as approved by DBC				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the DBC. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I. The testing fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Dental Board of California (DBC)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	500	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	5	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	20	\$
Collection Site Fee	\$	500	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	30	\$
B. TOTAL	\$		\$

VII. Cost Sheet: Dental Board of California (DBC) Option 2 A + B Total = \$ _____

- 1 The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.3 COST SHEET

Dental Hygiene Board of California (DHBC)

Option 2 Contract Term: July 1, 2030, through June 30, 2031

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

VIII. Cost Sheet: Dental Hygiene Board of California (DHBC)

A. Costs to be paid by the Dental Hygiene Board of California (DHBC)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		10	\$
Toxicology or MRO telephone or email consultation	\$		10	\$
Litigation package		\$	12	\$
*Travel, as approved by DHBC				\$ 1,000.00
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Dental Hygiene Board of California (DHBC)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	0	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	20	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	20	\$
Collection Site Fee	\$	1,300	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	200	\$
B. TOTAL	\$		\$

VIII. Cost Sheet: Dental Hygiene Board of California (DHBC) Option 2 A + B Total = \$_____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.3 COST SHEET

Medical Board of California (MBC)

Option 2 Contract Term: July 1, 2030, through June 30, 2031

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

IX. Cost Sheet: Medical Board of California (MBC)

A. Costs to be paid by the Medical Board of California (MBC):

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		150	\$
Toxicology or MRO telephone or email consultation	\$		15	\$
Litigation package		\$	15	\$
*Travel, as approved by MBC				\$ 1,000.00
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Medical Board of California (MBC)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	5,000	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	300	\$
Hair – 15 Panel Drug Screening Test	\$	300	\$
Nail – 15 Panel Drug Screening Test	\$	60	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	30	\$
Collection Site Fee	\$	5,000	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	300	\$
B. TOTAL	\$		\$

IX. Cost Sheet: Medical Board of California (MBC) Option 2 A + B Total = \$_____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.3 COST SHEET

Osteopathic Medical Board of California (OMBC)

Option 2 Contract Term: July 1, 2030, through June 30, 2031

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

X. Cost Sheet: Osteopathic Medical Board of California (OMBC)

A. Costs to be paid by the Osteopathic Medical Board of California (OMBC):

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		5	\$
Toxicology or MRO telephone or email consultation	\$		8	\$
Litigation package		\$	5	\$
*Travel, as approved by OMBC				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Osteopathic Medical Board of California (OMBC)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	400	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	10	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	10	\$
Collection Site Fee	\$	400	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	0	\$
B. TOTAL	\$		\$

X. Osteopathic Medical Board of California (OMBC) Option 2 A + B Total = \$ _____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.3 COST SHEET

Physician Assistant Board (PAB)

Option 2 Contract Term: July 1, 2030, through June 30, 2031

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

XI. Cost Sheet: Physician Assistant Board (PAB)

A. Costs to be paid by the Physician Assistant Board (PAB)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		1	\$
Toxicology or MRO telephone or email consultation	\$		2	\$
Litigation package		\$	1	\$
*Travel, as approved by PAB				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Physician Assistant Board (PAB)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	520	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	10	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	20	\$
Collection Site Fee	\$	520	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	0	\$
B. TOTAL	\$		\$

XI. Cost Sheet: Physician Assistant Board (PAB) Option 2 A + B Total = \$-----

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.3 COST SHEET

Physical Therapy Board of California (PTBC)

Option 2 Contract Term: July 1, 2030, through June 30, 2031

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

XII. Cost Sheet: Physical Therapy Board of California (PTBC)

A. Costs to be paid by the Physical Therapy Board of California (PTBC)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		10	\$
Toxicology or MRO telephone or email consultation	\$		20	\$
Litigation package		\$	12	\$
*Travel, as approved by PTBC				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Physical Therapy Board of California (PTBC)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	1,300	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	20	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	20	\$
Collection Site Fee	\$	1,300	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	200	\$
B. TOTAL	\$		\$

XII. Cost Sheet: Physical Therapy Board of California (PTBC) Option 2 A + B Total = _____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.3 COST SHEET

Respiratory Care Board (RCB)

Option 2 Contract Term: July 1, 2030, through June 30, 2031

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

XIII. Cost Sheet: Respiratory Care Board (RCB)

A. Costs to be paid by the Respiratory Care Board (RCB):

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		1	\$
Toxicology or MRO telephone or email consultation	\$		2	\$
Litigation package		\$	6	\$
*Travel, as approved by RCB				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out-of-area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I, excluding the Collection site fee. The Collection site fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. Respiratory Care Board (RCB)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Urine - Base Panel Drug Screening	\$	1,200	\$
Oral - Base Panel Drug Screening	\$	0	\$
Quantisal Oral Fluid	\$	0	\$
Hair – 15 Panel Drug Screening Test	\$	0	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	0	\$
Collection Site Fee	\$	1,200	\$
Cost for Virtual Testing including shipping, supplies & coordination fees	\$	200	\$
B. TOTAL	\$		\$

XIII. Cost Sheet: Respiratory Care Board (RCB) Option 2 A + B Total = \$_____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.3 COST SHEET

California State Board of Pharmacy (BOP)

Option 2 Contract Term: July 1, 2030, through June 30, 2031

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

XIV. Cost Sheet: California State Board of Pharmacy (BOP)

A. Costs to be paid by the California State Board of Pharmacy (BOP)

TYPE OF SERVICES PROVIDED	COST PER HOUR	COST PER SERVICE	ESTIMATED QUANTITY	TOTAL COST
Expert Witness Services (toxicology or MRO court appearance including hearing prep)	\$		6	\$
Toxicology or MRO telephone or email consultation	\$		3	\$
Litigation package		\$	25	\$
*Travel, as approved by BOP				\$
A. TOTAL				\$

*All out of area travel will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, Chapter 3, Article 2, Section 599.615.1 et seq. Out of area travel is defined as travel taking place more than 50 miles from the bidder/contractor's normal place of business. All travel shall be approved in advance in writing by the Board. Costs for in-area travel shall be borne at Contractor's expense.

B. Costs to be paid directly by Test Participants:

The cost for the Base Panel Drug Screening for urine, hair, oral and blood shall be based on Exhibit A, Attachment I. The testing fee shall include, but is not limited to, all administrative, set up, processing, laboratory, shipping, and chain of custody forms.

COST SHEET CONT. California State Board of Pharmacy (BOP)

TYPE OF SERVICES PROVIDED	COST PER SERVICE	EST. # of TESTS ¹	TOTAL COST
Drug Testing Base Panel	\$	974	\$
12 Panel Hair Test	\$	2	\$
Blood - Base Panel Drug Screening: PEth Whole	\$	52	\$
Review of Immunoassay data by family on dilute samples	\$	2	\$
Confirmation at limit of detection (LOD)	\$	10	\$
Video Monitored Oral Fluid Collection – Drug Scan Oral Fluid lab-based test	\$	10	\$
Video Monitored Oral Fluid Collection Fee	\$	10	\$
Video Monitored Five Test Bundle	\$	10	\$
B. TOTAL	\$		\$

XIV Cost Sheet: (BOP) Option 2 A + B Total = \$_____

¹ The number of tests shown is only an estimate, used for determining the low bidder, and is not binding on the contracting agency. However, the actual costs quoted above by the bidder shall be binding for the term of the Agreement. Where the number of tests is estimated at zero, the associated costs entered by the contractor shall still be binding during the term of the agreement if those tests are used.

EXHIBIT B.3, COST SHEET

Option 2 Contract Term: July 1, 2030, through June 30, 2031

The basis for the award shall be the lowest cost based on the total of Cost Sheets I through XIV.

Cost Sheet #	DCA Board	A Total \$	B Total \$	A + B = Total \$
I	Acupuncture Board of California (AB)	\$	\$	\$
II	Board of Behavioral Sciences (BBS)	\$	\$	\$
III	Board of Psychology (PSYCH)	\$	\$	\$
IV	Board of Registered Nursing (BRN)	\$	\$	\$
V	Board of Vocational Nursing and Psychiatric Technicians (BVNPT)	\$	\$	\$
VI	Division of Investigation (DOI)	\$	\$	\$
VII	Dental Board of California (DBC)	\$	\$	\$
VIII	Dental Hygiene Board of California (DHBC)	\$	\$	\$
IX	Medical Board of California (MBC)	\$	\$	\$
X	Osteopathic Medical Board of California (OMBC)	\$	\$	\$
XI	Physician Assistant Board (PAB)	\$	\$	\$
XII	Physical Therapy Board of California (PTBC)	\$	\$	\$
XIII	Respiratory Care Board (RCB)	\$	\$	\$
XIV	California State Board of Pharmacy (BOP)	\$	\$	\$

BASIS for AWARD = I + II +III +IV + V +VI +VII +VIII + IX + X + XI + XII + XIII + XIV

TOTAL COST OPTION 2 \$ _____

The DCA reserves the right to make mathematical corrections to Cost Sheet and/or contact the bidder for clarification purposes.

I hereby certify that I am authorized to sign this Cost Sheet and warrant that the cost shown above is accurate and represents an unconditional offer to the Department of Consumer Affairs.

Signature	Date Signed
Printed Name	Title
Legal Business Name	Federal I.D. Number

**Bid form(s) must be completed in its entirety.
An unsigned bid form may result in disqualification.
Questions regarding completion of this form should be brought to the attention of:
Sean O'Neal at sean.p.oneal@dca.ca.gov**

EXHIBIT B.4, COST SHEET

Total Amount B.1 + B.2 + B.3 Contract Term: July 1, 2026, through June 30, 2031

The basis for the award shall be the lowest cost based on the total of Exhibit B.1 through B.4 Cost Sheets.

TOTAL COST B.1 = \$ _____

TOTAL COST B.2 = \$ _____

TOTAL COST B.3 = \$ _____

TOTAL COST B.1 + B.2 + B.3 = TOTAL AMOUNT OF CONTRACT = \$ _____

The DCA reserves the right to make mathematical corrections to Cost Sheet and/or contact the bidder for clarification purposes.

I hereby certify that I am authorized to sign this Cost Sheet and warrant that the cost shown above is accurate and represents an unconditional offer to the Department of Consumer Affairs.

Signature	Date Signed
Printed Name	Title
Legal Business Name	Federal I.D. Number

Bid form(s) must be completed in its entirety.

An unsigned bid form may result in disqualification.

**Questions regarding completion of this form should be brought to the attention of:
Sean O'Neal at sean.p.oneal@dca.ca.gov**

ATTACHMENT 1

BIDDER CERTIFICATION SHEET

This Bidder Certification Sheet **must** be signed and returned along with all the "required attachments" as an entire package. The bid must be transmitted in a sealed envelope in accordance with the IFB instructions.

By signing this certification, the bidder certifies that:

- A. An all-inclusive bid is submitted as detailed in the Bidder Cost Sheet, (Attachment 1).
- B. All required attachments are included with this certification sheet.
- C. Bidder or Bidder's employees must have minimum of at least two (2) years of experience providing services as described in Exhibit A, Scope of Work and must be able to provide three (3) references with at least one (1) being a state government or city/county entity.
- D. The signature affixed hereon and dated certifies compliance with all the requirements of this bid document and authorizes the verification of any part of this bid.

An Unsigned Bid/Bidder Certification Sheet May Be Cause for Rejection

1. Company Name	2. Telephone Number ()	2a. Fax Number ()
3. Address		
Indicate your organization type:		
4. ☐ Sole Proprietorship	5. ☐ Partnership	6. ☐ Corporation
Indicate the applicable employee and/or corporation number:		
7. Federal Employee ID No. (FEIN)	8. California Corporation No.	
9. Indicate applicable license and/or certification information:		
10. Bidder's Name (Print)	11. Title	
12. Signature	13. Date	
14. Are you certified with the Department of General Services, Office of Small Business & DVBE Services (OSDC) as:		
a. Small Business Enterprise		
Yes ☐ No ☐		
If yes, enter certification number:		
b. Disabled Veteran Business Enterprise		
Yes ☐ No ☐		
If yes, enter your service code below:		
NOTE: A copy of your Certification is required to be included if either of the above items is checked "Yes."		
Date application was submitted to OSDC, if an application is pending:		

Completion Instructions for Bidder Certification Sheet (ATTACHMENT 1 - cont'd)

Complete the numbered items on the Bidder Certification Sheet by following the instructions below.

Item Numbers	Instructions
1, 2, 2a, 3	Must be completed. These items are self-explanatory.
4	Check if your firm is a sole proprietorship. A sole proprietorship is a form of business in which one person owns all the assets of the business in contrast to a partnership and corporation. The sole proprietor is solely liable for all the debts of the business.
5	Check if your firm is a partnership. A partnership is a voluntary agreement between two or more competent persons to place their money, effects, labor, and skill, or some or all of them in lawful commerce or business, with the understanding that there shall be a proportional sharing of the profits and losses between them. An association of two or more persons to carry on, as co-owners, a business for profit.
6	Check if your firm is a corporation. A corporation is an artificial person or legal entity created by or under the authority of the laws of a state or nation, composed, in some rare instances, of a single person and his successors, being the incumbents of a particular office, but ordinarily consisting of an association of numerous individuals.
7	Enter your federal employee tax identification number.
8	Enter your corporation number assigned by the California Secretary of State's Office. This information is used for checking if a corporation is in good standing and qualified to conduct business in California.
9	Complete, if applicable, by indicating the type of license and/or certification that your firm possesses and that is required for the type of services being procured.
10, 11, 12, 13	Must be completed. These items are self-explanatory.
14	If certified as a California Small Business, place a check in the "Yes" box, and enter your certification number on the line. If certified as a Disabled Veteran Business Enterprise, place a check in the "Yes" box and enter your service code on the line. If you are not certified to one or both, place a check in the "No" box. If your certification is pending, enter the date your application was submitted to OSDC.

ATTACHMENT 2

BIDDER REFERENCES

Submission of this attachment is mandatory. Failure to complete and return this attachment with your bid may cause your bid to be rejected and deemed nonresponsive.

List below three references for services performed within the last five (5) years, which are similar to the scope of work to be performed in this contract.

REFERENCE 1			
Name of Firm			
Street Address	City	State	Zip Code
Contact Person		Telephone Number	
Dates of Service		Value or Cost of Service	
Brief Description of Service Provided			
REFERENCE 2			
Name of Firm			
Street Address	City	State	Zip Code
Contact Person		Telephone Number	
Dates of Service		Value or Cost of Service	
Brief Description of Service Provided			
REFERENCE 3			
Name of Firm			
Street Address	City	State	Zip Code
Contact Person		Telephone Number	
Dates of Service		Value or Cost of Service	
Brief Description of Service Provided			

ATTACHMENT 3 – BIDDER DECLARATION

State of California—Department of General Services, Procurement Division
GSPD-05-105 (EST 8/05)

Solicitation Number _____

BIDDER DECLARATION

1. Prime bidder Information (Review attached Bidder Declaration Instructions prior to completion of this form):

- a.** Identify current California certification(s) (MB, SB, SB/NVSA, DVBE): _____ or None ____ (If "None," go to Item #2)
- b.** Will subcontractors be used for this contract? **Yes** ____ **No** ____ (If yes, indicate the distinct element of work your firm will perform in this contract e.g., list the proposed products produced by your firm, state if your firm owns the transportation vehicles that will deliver the products to the State, identify which solicited services your firm will perform, etc.). Use additional sheets, as necessary.

- c.** If you are a California certified DVBE: (1) Are you a broker or agent? **Yes** ____ **No** ____
(2) If the contract includes equipment rental, does your company own at least 51% of the equipment provided in this contract (quantity and value)? **Yes** ____ **No** ____ **N/A** ____

2. If no subcontractors will be used, skip to certification below. Otherwise, list all subcontractors for this contract. (Attach additional pages if necessary):

Subcontractor Name, Contact Person, Phone Number & Fax Number	Subcontractor Address & Email Address	CA Certification (MB, SB, DVBE or None)	Work performed or goods provided for this contract	Corresponding % of bid price	Good Standing?	51% Rental?

CERTIFICATION: By signing the bid response, I certify under penalty of perjury that the information provided is true and correct.

Page ____ of ____

PLEASE SIGN HERE

BIDDER DECLARATION Instructions

All prime bidders (the firm submitting the bid) must complete the Bidder Declaration.

- 1.a.** Identify all current certifications issued by the State of California. If the prime bidder has no California certification(s), check the line labeled "None" and proceed to Item #2. If the prime bidder possesses one or more of the following certifications, enter the applicable certification(s) on the line:
- Microbusiness (MB)
 - Small Business (SB)
 - Small Business Nonprofit Veteran Service Agency (SB/NVSA)
 - Disabled Veteran Business Enterprise (DVBE)
- 1.b.** Mark either "Yes" or "No" to identify whether subcontractors will be used for the contract. If the response is "No", proceed to Item #1.c. If "Yes", enter on the line the distinct element of work contained in the contract to be performed or the goods to be provided by the prime bidder. Do not include goods or services to be provided by subcontractors.
- Bidders certified as MB, SB, SB/NVSA, and/or DVBE must provide a commercially useful function as defined in Military and Veterans Code Section 999(e)(2)(A) for DVBEs and Government Code Section 14837(d)(4)(A) for small/microbusinesses. For questions regarding commercially useful function determinations made in conjunction with certification approval, contact the Department of General Services, Procurement Division, Office of Small Business and DVBE Certification (OSDC), OSDC Certification and Compliance Unit via email at: osdchelp@dgs.ca.gov
- Bids must propose that certified bidders provide a commercially useful function for the resulting contract or the bid will be deemed non-responsive and rejected by the State. For questions regarding the solicitation, contact the procurement official identified in the solicitation.
- Note: A subcontractor is any person, firm, corporation, or organization contracting to perform part of the prime's contract.
- 1.c.** This item is only to be completed by businesses certified by California as a DVBE.
- (1) Declare whether the prime bidder is a broker or agent by marking either "Yes" or "No". The Military and Veterans Code Section 999.2 (b) defines "broker" or "agent" as a certified DVBE contractor or subcontractor that does not have title, possession, control, and risk of loss of materials, supplies, services, or equipment provided to an awarding department, unless one or more of the disabled veteran owners has at least 51-percent ownership of the quantity and value of the materials, supplies, services, and of each piece of equipment provided under the contract.
 - (2) If bidding rental equipment, mark either "Yes" or "No" to identify if the prime bidder owns at least 51% of the equipment provided (quantity and value). If not bidding rental equipment, mark "N/A" for "not applicable."
- 2.** If no subcontractors are proposed, do not complete the table. Read the certification at the bottom of the form and complete "Page ____ of ____" on the form.
- If subcontractors will be used, complete the table listing all subcontractors. If necessary, attach additional pages and complete the "Page ____ of ____" accordingly.

2. (continued) Column Labels

Subcontractor Name, Contact Person, Phone Number & Fax Number—List each element for all subcontractors.

Subcontractor Address & Email Address—Enter the address and if available, an Email address.

CA Certification (MB, SB, DVBE or None)—If the subcontractor possesses a current State of California certification(s), verify on the OSDC website (www.pd.dgs.ca.gov/smbus) that it is still valid and list all current certifications here. Otherwise, enter "None." [Note: A SB/NVSA should not be participating as a subcontractor]

Work performed or goods provided for this contract—Identify the distinct element of work contained in the contract to be performed or the goods to be provided by each subcontractor. Certified subcontractors must provide a commercially useful function for the contract. (See paragraph 1.b above for code citations regarding the definition of commercially useful function.) If a certified subcontractor is further subcontracting a greater portion of the work or goods provided for the resulting contract than would be expected by normal industry practices, attach a separate sheet of paper explaining the situation.

Corresponding % of bid price—Enter the corresponding percentage of the total bid price for the goods and/or services to be provided by each subcontractor. Do not enter a dollar amount.

Good Standing?—Provide a response for each subcontractor listed. Enter either "Yes" or "No" to indicate that the prime bidder has verified that the subcontractor(s) is in good standing for all of the following:

- Possesses valid license(s) for any license(s) or permits required by the solicitation or by law
- If a corporation, the company is qualified to do business in California and designated by the State of California Secretary of State to be in good standing
- Possesses valid State of California certification(s) if claiming MB, SB, and/or DVBE status
- Is not listed on the OSDC website as ineligible to transact business with the State

51% Rental?—This pertains to the applicability of rental equipment. Based on the following parameters, enter either "N/A" (not applicable), "Yes" or "No" for each subcontractor listed.

Enter "N/A" if the:

- Subcontractor is NOT a DVBE (regardless of whether or not rental equipment is provided by the subcontractor) or
- Subcontractor is NOT providing rental equipment (regardless of whether or not subcontractor is a DVBE)

Enter "Yes" if the subcontractor is a California certified DVBE providing rental equipment and the subcontractor owns at least 51% of the rental equipment (quantity and value) it will be providing for the contract.

Enter "No" if the subcontractor is a California certified DVBE providing rental equipment but the subcontractor does NOT own at least 51% of the rental equipment (quantity and value) it will be providing.

Read the certification at the bottom of the page and complete the "Page ____ of ____" accordingly.

ATTACHMENT 4 - PAYEE DATA RECORD

Print Form Reset Form			
STATE OF CALIFORNIA – DEPARTMENT OF FINANCE PAYEE DATA RECORD (Required when receiving payment from the State of California in lieu of IRS W-9 or W-7) STD 204 (Rev. 03/2021)			
Section 1 – Payee Information			
NAME (This is required. Do not leave this line blank. Must match the payee's federal tax return)			
BUSINESS NAME, DBA NAME or DISREGARDED SINGLE MEMBER LLC NAME (If different from above)			
MAILING ADDRESS (number, street, apt. or suite no.) (See instructions on Page 2)			
CITY, STATE, ZIP CODE			E-MAIL ADDRESS
Section 2 – Entity Type			
Check one (1) box only that matches the entity type of the Payee listed in Section 1 above. (See instructions on page 2)			
☐ SOLE PROPRIETOR / INDIVIDUAL ☐ SINGLE MEMBER LLC <i>Disregarded Entity owned by an individual</i> ☐ PARTNERSHIP ☐ ESTATE OR TRUST		☐ CORPORATION (see instructions on page 2) ☐ MEDICAL (e.g., dentistry, chiropractic, etc.) ☐ LEGAL (e.g., attorney services) ☐ EXEMPT (e.g., nonprofit) ☐ ALL OTHERS	
Section 3 – Tax Identification Number			
Enter your Tax Identification Number (TIN) in the appropriate box. The TIN must match the name given in Section 1 of this form. Do not provide more than one (1) TIN. The TIN is a 9-digit number. Note: Payment will not be processed without a TIN. - For Individuals, enter SSN. - If you are a Resident Alien, and you do not have and are not eligible to get an SSN, enter your ITIN. - Grantor Trusts (such as a Revocable Living Trust while the grantors are alive) may not have a separate FEIN. Those trusts must enter the individual grantor's SSN. - For Sole Proprietor or Single Member LLC (disregarded entity), in which the sole member is an individual, enter SSN (ITIN if applicable) or FEIN (FTB prefers SSN). - For Single Member LLC (disregarded entity), in which the sole member is a business entity, enter the owner entity's FEIN. Do not use the disregarded entity's FEIN. - For all other entities including LLC that is taxed as a corporation or partnership, estates/trusts (with FEINs), enter the entity's FEIN.			Social Security Number (SSN) or Individual Tax Identification Number (ITIN) ____ - ____ - ____ OR Federal Employer Identification Number (FEIN) ____ - ____ - ____
Section 4 – Payee Residency Status (See instructions)			
☐ CALIFORNIA RESIDENT – Qualified to do business in California or maintains a permanent place of business in California. ☐ CALIFORNIA NONRESIDENT – Payments to nonresidents for services may be subject to state income tax withholding. ☐ No services performed in California ☐ Copy of Franchise Tax Board waiver of state withholding is attached.			
Section 5 – Certification			
<i>I hereby certify under penalty of perjury that the information provided on this document is true and correct. Should my residency status change, I will promptly notify the state agency below.</i>			
NAME OF AUTHORIZED PAYEE REPRESENTATIVE		TITLE	E-MAIL ADDRESS
SIGNATURE		DATE	TELEPHONE (include area code)
Section 6 – Paying State Agency			
Please return completed form to:			
STATE AGENCY/DEPARTMENT OFFICE		UNIT/SECTION	
MAILING ADDRESS		FAX	TELEPHONE (include area code)
CITY	STATE	ZIP CODE	E-MAIL ADDRESS

STATE OF CALIFORNIA – DEPARTMENT OF FINANCE

PAYEE DATA RECORD

(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)
STD 204 (Rev. 03/2021)

GENERAL INSTRUCTIONS

Type or print the information on the Payee Data Record, STD 204 form. Sign, date, and return to the state agency/department office address shown in Section 6. Prompt return of this fully completed form will prevent delays when processing payments.

Information provided in this form will be used by California state agencies/departments to prepare Information Returns (Form 1099).

NOTE: Completion of this form is optional for Government entities, i.e. federal, state, local, and special districts.

A completed Payee Data Record, STD 204 form, is required for all payees (non-governmental entities or individuals) entering into a transaction that may lead to a payment from the state. Each state agency requires a completed, signed, and dated STD 204 on file; therefore, it is possible for you to receive this form from multiple state agencies with which you do business.

Payees who do not wish to complete the STD 204 may elect not to do business with the state. If the payee does not complete the STD 204 and the required payee data is not otherwise provided, payment may be reduced for federal and state backup withholding. Amounts reported on Information Returns (Form 1099) are in accordance with the Internal Revenue Code (IRC) and the California Revenue and Taxation Code (R&TC).

Section 1 – Payee Information

Name – Enter the name that appears on the payee's federal tax return. The name provided shall be the tax liable party and is subject to IRS TIN matching (when applicable).

- Sole Proprietor/Individual/Revocable Trusts – enter the name shown on your federal tax return.
- Single Member Limited Liability Companies (LLCs) that is disregarded as an entity separate from its owner for federal tax purposes - enter the name of the individual or business entity that is tax liable for the business in section 1. Enter the DBA, LLC name, trade, or fictitious name under Business Name.
- Note: for the State of California tax purposes, a Single Member LLC is not disregarded from its owner, even if they may be disregarded at the Federal level.
- Partnerships, Estates/Trusts, or Corporations – enter the entity name as shown on the entity's federal tax return. The name provided in Section 1 must match to the TIN provided in section 3. Enter any DBA, trade, or fictitious business names under Business Name.

Business Name – Enter the business name, DBA name, trade or fictitious name, or disregarded LLC name.

Mailing Address – The mailing address is the address where the payee will receive information returns. Use form STD 205, Payee Data Record Supplement to provide a remittance address if different from the mailing address for information returns, or make subsequent changes to the remittance address.

Section 2 – Entity Type

If the Payee in Section 1 is a(n)...	THEN Select the Box for...
Individual • Sole Proprietorship • Grantor (Revocable Living) Trust disregarded for federal tax purposes	Sole Proprietor/Individual
Limited Liability Company (LLC) owned by an individual and is disregarded for federal tax purposes	Single Member LLC-owned by an individual
Partnerships • Limited Liability Partnerships (LLP) • and, LLC treated as a Partnership	Partnerships
Estate • Trust (other than disregarded Grantor Trust)	Estate or Trust
Corporation that is medical in nature (e.g., medical and healthcare services, physician care, nursery care, dentistry, etc.) • LLC that is to be taxed like a Corporation and is medical in nature	Corporation-Medical
Corporation that is legal in nature (e.g., services of attorneys, arbitrators, notary publics involving legal or law related matters, etc.) • LLC that is to be taxed like a Corporation and is legal in nature	Corporation-Legal
Corporation that qualifies for an Exempt status, including 501(c) 3 and domestic non-profit corporations.	Corporation-Exempt
Corporation that does not meet the qualifications of any of the other corporation types listed above • LLC that is to be taxed as a Corporation and does not meet any of the other corporation types listed above	Corporation-All Other

Section 3 – Tax Identification Number

The State of California requires that all parties entering into business transactions that may lead to payment(s) from the state provide their Taxpayer Identification Number (TIN). The TIN is required by R&TC sections 18640 and 18661 to facilitate tax compliance enforcement activities and preparation of Form 1099 and other information returns as required by the IRC section 6109(a) and R&TC section 18662 and its regulations.

Section 4 – Payee Residency Status

Are you a California resident or nonresident?

- A corporation will be defined as a "resident" if it has a permanent place of business in California or is qualified through the Secretary of State to do business in California.
- A partnership is considered a resident partnership if it has a permanent place of business in California.
- An estate is a resident if the decedent was a California resident at time of death.
- A trust is a resident if at least one trustee is a California resident.
 - o For individuals and sole proprietors, the term "resident" includes every individual who is in California for other than a temporary or transitory purpose and any individual domiciled in California who is absent for a temporary or transitory purpose. Generally, an individual who comes to California for a purpose that will extend over a long or indefinite period will be considered a resident. However, an individual who comes to perform a particular contract of short duration will be considered a nonresident.

For information on Nonresident Withholding, contact the Franchise Tax Board at the numbers listed below:

Withholding Services and Compliance Section: 1-888-792-4900

E-mail address: wscs.gen@ftb.ca.gov

For hearing impaired with TDD, call: 1-800-822-6268

Website: www.ftb.ca.gov

Section 5 – Certification

Provide the name, title, email address, signature, and telephone number of individual completing this form and date completed. In the event that a SSN or ITIN is provided, the individual identified as the tax liable party must certify the form. Note: the signer may differ from the tax liable party in this situation if the signer can provide a power of attorney documented for the individual.

Section 6 – Paying State Agency

This section must be completed by the state agency/department requesting the STD 204.

Privacy Statement

Section 7(b) of the Privacy Act of 1974 (Public Law 93-579) requires that any federal, state, or local governmental agency, which requests an individual to disclose their social security account number, shall inform that individual whether that disclosure is mandatory or voluntary, by which statutory or other authority such number is solicited, and what uses will be made of it. It is mandatory to furnish the information requested. Federal law requires that payment for which the requested information is not provided is subject to federal backup withholding and state law imposes noncompliance penalties of up to \$20,000. You have the right to access records containing your personal information, such as your SSN. To exercise that right, please contact the business services unit or the accounts payable unit of the state agency(ies) with which you transact that business.

All questions should be referred to the requesting state agency listed on the bottom front of this form.

ATTACHMENT 5

Contractor Certification Clause (04/2017)

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

Contractor/Bidder Firm Name (Printed)	Federal ID Number
By (Authorized Signature)	
Printed Name and Title of Person Signing	
Date Executed	Executed in the County of

CONTRACTOR CERTIFICATION CLAUSES

STATEMENT OF COMPLIANCE:

Contractor has, unless exempted, complied with the nondiscrimination program requirements. (GC 12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

DRUG-FREE WORKPLACE REQUIREMENTS:

Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

- a) Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
- b) Establish a Drug-Free Awareness Program to inform employees about:
 1. the dangers of drug abuse in the workplace;
 2. the person's or organization's policy of maintaining a drug-free workplace;
 3. any available counseling, rehabilitation and employee assistance programs; and, penalties that may be imposed upon employees for drug abuse violations.
- c) Provide that every employee who works on the proposed Agreement will:
 1. receive a copy of the company's drug-free policy statement; and,
 2. agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the

Agreement or termination of the Agreement or both and Contractor maybe ineligible for award of any future State agreements if the department determines that any of the following has occurred:
(1) the Contractor has made false certification or violated the certification by failing to carry out the requirements as noted above. (GC 8350 et seq.)

NATIONAL LABOR RELATIONS BOARD CERTIFICATION:

Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court which orders Contractor to comply with an order of the National Labor Relations Board. (PCC 10296) (Not applicable to public entities.)

CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT:

Contractor hereby certifies that contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lesser of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services and may be taken into account when determining the award of future contracts with the State for legal services.

EXPATRIATE CORPORATIONS:

Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1 and is eligible to contract with the State of California.

SWEATFREE CODE OF CONDUCT:

- a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweat free Code of Conduct as set forth on the California Department of Industrial Relations [website](#) and Public Contract Code Section 6108.
- b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations, or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

DOMESTIC PARTNERS:

For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.3.

GENDER IDENTITY:

For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.35.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

CONFLICT OF INTEREST:

Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

a) Current State Employees (PCC 10410):

1. No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest, and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
2. No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

b) Former State Employees (PCC 10411):

1. For the two-year period from the date, he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.
2. For the twelve-month period from the date, he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (PCC 10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (PCC 10430 (e))

LABOR CODE/WORKERS' COMPENSATION:

Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

AMERICANS WITH DISABILITIES ACT:

Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of

1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

CONTRACTOR NAME CHANGE:

An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

- a) When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.
- b) "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.
- c) Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

RESOLUTION:

A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

AIR OR WATER POLLUTION VIOLATION:

Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

PAYEE DATA RECORD FORM STD. 204:

This form must be completed by all contractors that are not another state agency or other government entity.

ATTACHMENT 6

Darfur Contracting Act Certification

Pursuant to Public Contract Code section 10478, if a bidder or proposer currently or within the previous three years has had business activities or other operations outside of the United States, it must certify that it is not a "scrutinized" company as defined in Public Contract Code section 10476.

Therefore, to be eligible to submit a bid or proposal, please insert your company name and Federal ID Number and complete only one of the following three paragraphs (via initials for Paragraph # 1 or Paragraph # 2, or via initials and certification for Paragraph #3):

<i>Company/Vendor Name (Printed)</i>	<i>Federal ID Number</i>
<i>Printed Name and Title of Person Initialing (for Options 1 or 2)</i>	

1. _____ We do not currently have, and have not had within the previous
 Initials three years, business activities or other operations outside of the
 United States.

OR
2. _____ We are a scrutinized company as defined in Public Contract Code
 Initials section 10476, but we have received written permission from the Department of General
 Services (DGS) to submit a bid or proposal pursuant to Public Contract Code section
 10477(b). A copy of the written permission from DGS is included with our bid or proposal.

OR
3. _____ We currently have, or we have had within the previous three years,
 Initials business activities or other operations outside of the United States,
 + certification but we certify below that we are not a scrutinized company
 below as defined in Public Contract Code section 10476.

CERTIFICATION For # 3

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective proposer/bidder to the clause listed above in # 3. This certification is made under the laws of the State of California.

<i>By (Authorized Signature)</i>	
<i>Printed Name and Title of Person Signing</i>	
<i>Date Executed</i>	<i>Executed in the County and State of</i>

ATTACHMENT 7

IFB CHECKLIST

A complete bid or bid package shall consist of the items identified below.

Complete this checklist to confirm the items in your bid. Place a check mark or "X" next to each item that you are submitting to the State. For your bid to be responsive, all required attachments must be returned. This checklist must also be returned with your bid package.

X	Attachment	Attachment Name/Description
	Bidder's Cost Sheets Contract Years 1 – 3	Bidder's Cost Sheet – Contract Years 1 – 3 (REQUIRED - Attachment included in this IFB)
	Bidders Costs Sheets Contract Years 4 -5	Bidder's Cost Sheet – Contract Years 4 – 5 (REQUIRED - Attachment included in this IFB)
	Attachment 1	Bid/Bidder Certification Sheet (REQUIRED - Attachment included in this IFB.)
	Attachment 2	Bidder References (REQUIRED - Attachment included in this IFB.)
	Attachment 3	Bidder Declaration See Internet Web Site: Bidders Declaration (REQUIRED - Submit with Bid Package)
	Attachment 4	Payee Data Record (STD. 204) See Internet Web Site: Payee Data Record (REQUIRED - Submit with Bid Package)
	Attachment 5	Contractor Certification Clauses (CCC 04/2017) See Internet Web Site: Contractor Certification Clause (REQUIRED - Submit with Bid Package)
	Attachment 6	Darfur Contracting Act Certification Form See Internet Web Site: Darfur Contracting Act Certification (REQUIRED - Submit with Bid Package)
	Attachment 7	IFB Checklist (REQUIRED - Attachment included in this IFB.)
If the following are not applicable, place "N/A" next to each item not being submitted with the bid package		
	Attachment 8	Small Business Preference (OPTIONAL - Submit if applicable.)
	Attachment 9	California Civil Rights Laws Certification (REQUIRED – Submit if bid is over \$100,000.00)
	Attachment 10	Target Area Contract Preference Act (TACPA) See Internet Website: TACPA (OPTIONAL - Submit if applicable.)

ATTACHMENT 8

Small Business (SB) Preference Sheet

NOTICE TO ALL BIDDERS:

Small Business and Non-Small Business Subcontractor Preferences

- a. Small businesses will be granted the five percent (5%) small business preference on a bid evaluation by an awarding department when a responsible non-small business has submitted the lowest-priced, responsive bid or a bid that has been ranked as the highest scored bid pursuant to a solicitation evaluation method described in Section 1896.8, and when the small business:
 1. Has included in its bid a notification to the awarding department that it is a small business or that it has submitted to the Department a complete application pursuant to Section 1896.14 no later than 5:00 p.m. on the bid due date, and is subsequently certified by the Department as a small business; and
 2. Has submitted a timely, responsive bid; and
 3. Is determined to be a responsible bidder.
- b. Non-small business bidders will be granted a five percent (5%) non-small business subcontractor preference on a bid evaluation by an awarding department when a responsible non-small business has submitted the lowest-priced responsive bid or a bid that has been ranked as the highest scored bid pursuant to a solicitation evaluation method described in Section 1896.8, and when the non-small business bidder:
 1. Has included in its bid a notification to the awarding department that it commits to subcontract at least twenty-five percent (25%) of its net bid price with one or more small business(es); and
 2. Has submitted a timely, responsive bid; and
 3. Is determined to be a responsible bidder; and
 4. Submits a list of the small business(es) it commits to subcontract with for a commercially useful function in the performance of the contract. The list of subcontractors shall include their name, address, phone number, a description of the work to be performed, and the dollar amount or percentage (as specified in the solicitation) per subcontractor.

Are you a California certified small business? ☐ YES ☐ NO

Are you a non-SB subcontracting at least 25% to a California certified SB? ☐ YES ☐ NO

Company Name: _____

Signature: _____ Date: _____

A copy of the SB certification letter from OSDS or any proof of certification from the State of California, including an e-mail or a Web site print out must be included.

If you have applied and not yet been formally certified, include the date of application.

Date applied (if not yet certified): _____

ATTACHMENT 9

CALIFORNIA CIVIL RIGHTS CERTIFICATION

Pursuant to Public Contract Code section 2010, if a bidder or proposer executes or renews a contract over \$100,000.00 on or after January 1, 2017, the bidder or proposer hereby certifies compliance with the following:

1. **CALIFORNIA CIVIL RIGHTS LAWS:**

For contracts over \$100,000.00 executed or renewed after January 1, 2017, the contractor certifies compliance with the Unruh Civil Rights Act (Section 51 of the Civil Code) and the Fair Employment and Housing Act (Section 12960 of the Government Code); and

2. **EMPLOYER DISCRIMINATORY POLICIES:**

For contracts over \$100,000.00 executed or renewed after January 1, 2017, if a Contractor has an internal policy against a sovereign nation or peoples recognized by the United States government, the Contractor certifies that such policies are not used in violation of the Unruh Civil Rights Act (Section 51 of the Civil Code) or the Fair Employment and Housing Act (Section 12960 of the Government Code).

CERTIFICATION

I, the official named below, certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct. <i>Proposer/Bidder Firm Name (Printed)</i>		<i>Federal ID Number</i>
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i>		
<i>Date Executed</i>	<i>Executed in the County and State of</i>	

ATTACHMENT 10

TARGET AREA CONTRACT PREFERENCE ACT (TACPA)

STD. 830 (REV. 05/2022) (FRONT)

TARGET AREA CONTRACT PREFERENCE ACT PREFERENCE REQUEST FOR GOODS AND SERVICES SOLICITATIONS

Print

Clear

STATE OF CALIFORNIA – DEPARTMENT OF GENERAL SERVICES
DISPUTE RESOLUTION UNIT AND PREFERENCE PROGRAMS

Complete this form to request TACPA preferences for this bid.

SOLICITATION NUMBER	AGENCY/DEPT
---------------------	-------------

Target Area Contract Preference Act (TACPA) preferences are available only if the lowest responsible bid and resulting contract exceeds \$100,000. Your firm must be California based. You must certify, under penalty of perjury, to perform either **50%** of the labor hours required to complete a contract for GOODS, or **90%** of the labor hours required to complete a contract for SERVICES in the Target Area Contract Preference Act zone(s) you identify in Section I. The TACPA provides bid selection preferences of 5% for eligible worksites (Section I), and 1% to 4% for hiring eligible workforce employees (Section II). To identify Census Tract and Block Group numbers contact the city or county Planning and Development Commission for the intended worksite or visit the U.S. Census Bureau website (www.census.gov).

Section I. 5% WORKSITE(S) PREFERENCE ELIGIBILITY AND LABOR HOURS

To the Bidder: Preference may be denied for failure to provide the following required information:

- (1) Identify each firm in the supply chain, including yours, that will perform any of the contract labor hours required to complete this contract. Identify your role in the distribution process. Transportation hours performed by each carrier must be reported separately.
- (2) List complete addresses for each firm named below.
- (3) Report projected number of labor hours required to perform the contract for each firm.
- (4) Enter the CENSUS TRACT number.
- (5) Enter the BLOCK GROUP number.
- (6) Identify the California designated TACPA worksite(s) by entering the proper **Criteria** letter A, B, C, D, E, F (see reverse for instructions) in the Criteria column.

(1) FIRM NAME and CONTRACT FUNCTION: (Manufacturing, transportation, shipping, warehousing, admin., etc.) Use additional pages, as needed, to fully report worksite information.	(2) WORKSITE ADDRESS Street Address, City, County, State, Zip Code, Phone Number	(3) PROJECTED LABOR HOURS	COMPLETE FOR ALL SITES LOCATED WITHIN A TACPA PREFERENCE AREA(S)		
			(4) TRACT NUMBER	(5) BLOCK NUMBER	(6) CRITERIA (A – F)
TOTAL PROJECTED LABOR HOURS:		0.00			

Section II. 1% TO 4% WORKFORCE PREFERENCE

Bidders must qualify their firm's work site eligibility to request an additional 1% to 4% workforce preference in Section II.

- ☐ I request a 1% preference for hiring eligible persons to perform 5 to 9% of the total contract labor hours.
☐ I request a 2% preference for hiring eligible persons to perform 10 to 14% of the total contract labor hours.
☐ I request a 3% preference for hiring eligible persons to perform 15 to 19% of the total contract labor hours.
☐ I request a 4% preference for hiring eligible persons to perform 20% or more of the total contract labor hours.

Section III. CERTIFICATION FOR WORKSITE AND WORKFORCE PREFERENCES

To receive TACPA preferences, the following certification must be completed and signed by the Bidder.

I hereby certify under penalty of perjury that the bidder (1) is a California based company as defined in the TACPA regulations; (2) shall ensure that at least 50% of the labor hours required to complete a contract for Goods, or 90% of the labor hours to complete a Services contract shall be performed at the designated TACPA worksite(s) claimed in Section I; (3) shall hire persons who are TACPA eligible employees to perform the specified percent of total contract labor hours as claimed in Section II; (4) has provided accurate information on this request. I understand that any person furnishing false certification, willfully providing false information or omitting information, or failing to comply with the TACPA requirements is subject to sanctions as set forth in the statutes.

BIDDER'S NAME & TITLE	BIDDER'S SIGNATURE	PHONE NUMBER	EMAIL ADDRESS
		FAX NUMBER	DATE

STD. 830 (REV. 05/2022) (REVERSE)

**TARGET AREA CONTRACT PREFERENCE ACT
PREFERENCE REQUEST FOR GOODS AND SERVICES SOLICITATIONS**

Target Area Contract Preference Act References and Instructions

The Target Area Contract Preference Act (TACPA), GC §4530 et seq., and 2 CCR §1896.30 et seq., promotes employment and economic development at designated distressed areas by offering 5% worksite and/or 1% to 4% workforce bidding preferences in specified state contracts. The TACPA preferences do not apply to contracts where the worksite is fixed by the contract terms. These preferences only apply to bidders who are California based firms, and only when the lowest responsible bid and resulting contract exceed \$100,000. Bidders must certify, under penalty of perjury to perform either 50% (for GOODS contracts) or 90% (for SERVICES contracts) of the labor hours required to complete this contract in the eligible TACPA area worksite(s) identified in Section I on the reverse side of this page. TACPA preferences for a single worksite preference cannot exceed \$50,000.00. Additionally, TACPA preferences for a single workforce preference cannot exceed \$50,000.00. In combination with any other preferences, the maximum limit is 15% of the lowest responsible bid; and, in no case shall not exceed \$100,000 in total.

**Section I
Worksite Preference Eligibility and Labor Hours**

Bidders must identify at least one eligible TACPA worksite by entering the criteria letter A, B, C, D, E or F in the "Criteria" column and enter the "Census Tract" and "Block Group" Numbers to be eligible for the preference. You must name each and every firm or site where contract labor hours will be worked. Preference requests may be denied if an eligible California TACPA worksite is not identified, or all firms performing contract labor hours are not identified. Enter one of the following "Criteria" letters to identify each TACPA worksite on the reverse page:

- A. The firm is located in a California eligible distressed area(s).
- B. The firm will establish a worksite(s) in a California eligible distressed area(s).
- C. The firm is in a census tract with a contiguous boundary adjacent to a California eligible distressed area.
- D. The firm will establish a worksite(s) located directly adjoining a valid TACPA census tract/block group that when attached to the California eligible distressed area(s) forms a contiguous boundary.
- E. The bidder will purchase the contract goods from a manufacturer(s) in a California eligible distressed area(s). **This option applies to solicitations for GOODS only.**
- F. The bidder will purchase contract goods from a manufacturer(s) in directly adjoining census tract blocks that when attached to the California eligible distressed area(s) forms a contiguous boundary. **This option applies to solicitations for GOODS only.**

Enter labor hours for each listed firm and site. The hours shall be reasonable and shall only include the labor hours necessary and required to complete the contract activities. Artificially increasing hours at a claimed TACPA worksite, or understating labor hours worked outside the eligible worksite may result in a denied preference request. Do not include machine time and non-labor time when projecting contract labor hours. Report all bidder work hours and those of any subcontractor performing this contract. All transportation hours must be reported for each carrier separately and must not be combined or included with hours for manufacturing, processing, or administration, or at any eligible TACPA site. Failure to list all the labor hours to be performed at the reportable sites will result in a denial of this preference request.

The bidder must explain, by activity, their firm's projected contract labor hours by completing and signing the *Bidder's Summary - TACPA* form (DGS/PD 526) (included with this solicitation).

STATE OF CALIFORNIA – DEPARTMENT OF GENERAL SERVICES
DISPUTE RESOLUTION UNIT AND PREFERENCE PROGRAMS

If supplying goods, the bidder must also provide a completed and signed *Manufacturer's Summary - TACPA* form (DGS/PD 525) (included with this solicitation) that specifies the number of projected labor hours necessary to make the product(s).

**Section II
Workforce Preference**

Eligibility to request a workforce preference is based on the bidder first claiming and receiving approval of the 5% TACPA worksite preference. The workforce preferences are only awarded if the bidder hires and employs the TACPA qualified individuals. Workforce preferences will not be approved for another firm's employees. By claiming a workforce preference percentage, the bidder must have its eligible employees perform the specified percentage of the total contract workforce labor hours. See Section I, "Total Projected Labor Hours," STD. 830. To claim the workforce preferences select or check the appropriate box for percent of requested bid preferences in Section II.

**Section III
Certification for Worksite and Workforce Preferences**

Bidder must sign, under penalty of perjury, the certification contained in Section III to be eligible for any of the preferences requested pursuant to this form. The penalties associated with the TACPA statute are: GC §4535.1. A business that requests and is given the preference provided for in Section 4533, 4533.1, 4534, or 4534.1 by reason of having furnished a false certification, and which by reason of that certification has been awarded a contract to which it would not otherwise have been entitled, shall be subject to all of the following:

- (a) Pay to the State any difference between the contract amount and what the State's cost would have been if the contract had been properly awarded.
- (b) In addition to the amount specified in subdivision (a), be assessed a penalty in an amount of not more than 10 percent of the amount of the contract involved.
- (c) Be ineligible to directly or indirectly transact any business with the State for a period of not less than six months and not more than 36 months.

Prior to the imposition of any sanction under this chapter, the contractor or vendor shall be entitled to a public hearing and to five days notice of the time and place thereof. The notice shall state the reasons for the hearing.

If you receive an award based on these preferences you will be required to report monthly on your contract performance, labor hours, and TACPA compliance.

For questions concerning preferences and calculations, or if a bid solicitation does not include preference request forms, please call the awarding Department's contract administrator. Only another California certified small business can use TACPA preferences to displace a California certified small business bidder.

To identify TACPA distressed worksites contact the local city or county Planning/Economic Development offices of the proposed worksite, or go to <http://tacpa.dgs.ca.gov/>. Verify the Census Tract and Block numbers for TACPA sites by contacting the DGS, Procurement Division Dispute Resolution Unit at TACPA@dgs.ca.gov.

EXHIBIT A

SCOPE OF WORK

I. PURPOSE

Contractor agrees to provide to the Department of Consumer Affairs (DCA) with the scheduling, observation, collection, and analysis of urine, blood, nail and /or hair follicles and oral fluids testing, or similar drug screening approved by the Board for designated test participants as described herein.

II. LOCATION AND SCHEDULE

- A. The services shall be performed at the Contractor's place of business located at xxxxxx
- B. The Contractor shall provide toll-free consultation and assistance to the DCA and the test participants during regular business hours, Monday through Friday (8:00 A.M. to 5:00 P.M. Pacific Standard Time (PST)).

III. CONTACTS

(The DCA Technical Contact for each board represented in this IFB will be listed on the final contract.)

DCA Technical Contact

«Program»
«Program_Contact»
«Program_Contact_Phone»
«Program_Contact_Phone»
«Program_Contact_Email»
«Program_Address»
«Program_City», CA «Program_ZIP»

DCA Administrative Contact

Business Services Office
«Contract_Analyst»
<Analyst Phone>
<Analyst Email>
1625 N. Market Blvd., S103
Sacramento, CA 95835

Contractor Technical Contact

«Contractor_Tech_Contact»
«Contractor_Tech_Contact_Phone»
«Contractor_Tech_Contact_Email»
«Contractor_City», «Contractor_State»
«Contractor_ZIP»

Contractor Administrative Contact

«Contractor_Admin_Contact»
«Contractor_Admin_Phone»
«Contractor_Admin_Email»
«Contractor_City», «Contractor_State»
«Contractor_ZIP»

IV. CONTRACTOR RESPONSIBILITIES

1. The Contractor shall designate an employee, plus a back-up employee, to work directly with the Board and the test participants in coordination of the drug testing services. This employee will work with the Board to ensure that all services are provided in accordance with the contract and that all issues are resolved in a timely manner. This employee, or their back-up, shall be available during regular business hours, Monday through Friday (8:00 A.M. to 5:00 P.M. PST). Requests for assistance from the Board shall be responded to within four (4) business hours by this employee, or their back-up. This employee or their back-up shall respond to the Board in the manner requested by the Board (i.e. phone, email, letter). If the contractor is located outside of California's time zone, assistance shall be provided at a minimum of four (4) hours a day (Pacific Time) Monday through Friday.
2. Contractor, upon award of contract shall provide current Test Panel diagrams to be included in the agreement for reference that comply with all standards from the Mandatory Guidelines for Federal Workplace Drug Testing Programs as established by the US Department of Transportation (DOT) observed collection guidelines and chain of custody procedures as outlined in 49 CFR 40 Federal Department of Health and Human Services (HHS) Substance Abuse and Mental Health Services Administration (SAMHSA), member of the HHS National Laboratory Certification Program (NLCP).
3. Enrollment of Test Participants:
 - a. The Contractor shall provide to the Board the initial application/enrollment paperwork for enrolling new test participants in the program.
 - b. Once the test participant enrolls online with the Contractor, the test participants will order test kits for virtual testing. The Contractor, within two (2) working days, will mail test kits, chain of custody forms and return mailers, if applicable. Chain of custody forms track the custody of each specimen from collection through laboratory analysis and will be made available to test participants at no additional cost. Test participants shall not be required to pay any collection fees in advance to obtain the chain of custody forms.
 - c. The Contractor shall maintain records of all test participant accounts indefinitely unless instructed otherwise by the Board.
 - d. Boards shall determine and inform the Contractor, in writing (i.e., e-mail, or letter), of the testing panel and frequency for each of their test participants. Boards shall notify the Contractor of any changes to the panel and/or frequency in writing via e-mail, or letter.
 - e. The Contractor shall incorporate all test participants into their random testing computer system for random selection on a daily basis.
 - f. Permission to change a test participants' enrollment status in the drug testing program shall come exclusively from Board.
 - g. Upon request, the Contractor shall provide Boards with a list of products containing alcohol and an incidental exposure index.
4. Random Testing
 - a. The requirement of random testing is determined randomly by computer and must be

distributed throughout the year. However, additional tests and testing schedules are to remain at the discretion of Board. test participants are required to contact the Contractor's drug testing notification system, including an automated 24-hour toll free telephone system, a dedicated Web site check-in system, and a mobile application compatible for both Apple and Android devices, daily, to ascertain if a test is required in sufficient time to ensure adequate time to be tested on the same day. If a test is required, the test participant is to be tested virtually by video monitoring or be present for testing prior to the collection site's closure for that day unless otherwise specified.

1. The testing notification message shall be accessible repetitively throughout the day on a daily basis.
 2. Under no circumstances will the contractor or subcontractor give permission to a test participant to abstain from testing unless approved by the Board.
 3. The drug testing notification system must be available twenty-four (24) hours a day, seven (7) days a week.
 4. Boards have the final authority to determine test participants testing schedules.
 5. The drug testing fee shall include, but is not limited to, all administrative, set up, processing fees, laboratory fees, shipping fees, and EtG/EtS testing. The test participant is required to pay for the drug testing fee and shall have the option of paying for the drug testing via cashier's check, credit card, money order, or ATM debit if available. Non-sufficient fee charges may only be assessed by the Contractor once per occurrence and the charge associated with this fee may not be greater than the fee that is charged by the drug testing provider's financial institution. The Contractor may not add on any additional fees.
 6. The Boards shall notify the Contractor, at least twenty-four (24) hours in advance, if any test participant is to be tested via blood or hair follicle or for the additional testing of Ethyl Glucuronide and Ethyl Sulfate. The request shall be made in writing, via email, to the Contractor. The Contractor shall telephone the collection site and request that the test participants chain of custody form be revised to identify the selected blood or hair follicle panel specified by the Board or to add BtG and EtS analysis. The test participant will be responsible for the additional costs related to these tests.
 7. In the case of hair follicle testing, the Contractor shall send hair collection test kits to the collection site, via overnight courier, at no charge to the Board.
 8. The Contractor shall provide the Board with blood analysis for the detection of amphetamines, barbiturates, benzodiazepines, cannabinoids, opiates, and phencyclidine.
 9. Test for drugs that are identified in but not limited to "Description of Base Panel Random Drug Screening Program Testing Protocol"
- b. The Contractor's automated notification system shall positively identify the test participants by their personal identification number (assigned by the Contractor) entered by that specific test participant.
 - c. The Contractor's notification system shall log the date and time of the test participants call or website access.
 - d. The Contractor shall offer a free downloadable mobile application available for both Apple and Android devices. The application shall provide convenient access to online services for program participants by allowing them to check-in, view their history, find

and navigate to their closest collection site and set up daily reminders from their mobile devices.

5. Collection Services:

- a. The Contractor may utilize subcontractors for collection services. The Contractor is responsible for ensuring that all subcontractors adhere to the guidelines for collection services provided below.
- b. The Contractor's contracted collection sites shall employ collection personnel to observe/witness the collection of urine, blood, nail, and/or hair follicle specimen, and such personnel shall comply with all standards from the Mandatory Guidelines for Federal Workplace Drug Testing Programs as established by the US Department of Transportation (DOT) observed collection guidelines and chain of custody procedures as outlined in 49 CFR 40 at all times. The Contractor shall provide the Boards with a copy of their contracted operating collection sites and locations that are engaged in the business of collecting urine, blood, nail and hair follicle specimens for the testing of drugs and alcohol within the State of California.
 1. Test participants must show government issued picture identification to collection site personnel each time they test.
 2. Collection site personnel must observe collection of urine drug testing for all test participants at the collection sites. Collection may also include other drug testing techniques, (e.g., hair, sweat, saliva, blood). The observer at the collection site is the individual who watches the donor urinate into a collection container or specimen bottle during observed collection of urine testing. The Contractor must notify the test participants upon enrollment that when contacting the collection site, the test participants must verify that the site has a person of the same gender to perform the observed collection.
 3. The observer must take precautions to ensure that no specimen can be adulterated, substituted or diluted during the collection procedure. The observer's record must identify the information on the urine bottle and the individual from whom the sample was collected. Re-testing a sample can be conducted at any time as may be required to determine whether the sample has been adulterated, substituted or diluted. This Contractor shall re-test at no additional cost. Any sample confirmed to be adulterated, substituted, or diluted is considered non-compliant and the Contractor must notify the Board.
 4. All samples are to be collected via observed testing. The following procedures will ensure that unadulterated specimens are obtained and correctly identified. Every effort shall be made to minimize the number of persons handling specimens.
 - a. After washing hands, the donor shall remain in the presence of the observer and not have access to any water fountain, tap, soap dispenser, cleaning agent or any other materials that might be used to adulterate the specimen.
 - b. The donor shall provide the specimen to an observer.
 - c. Upon receiving the donor specimen, the observer shall determine that there is sufficient sample to enable all required testing to be performed. In the event that an insufficient sample is provided, the observer may require an additional sample to be collected.
 - d. Immediately after the specimen is collected, the observer shall inspect the

urine specimen to determine its color and look for any indication of adulterants or diluents. The specimen temperature is to be taken and should be in the range of 33°C to 38°C. The observer shall note any unusual findings in the Test Participants' record and any other applicable locations.

- e. If the validity of the sample cannot be established, or if it is suspected that the specimen may have been adulterated or substituted, the observer shall collect another specimen from the donor prior to the donor leaving the collection site and forward both to the laboratory for testing.
 - f. Both the observer and the donor shall keep the specimen in view at all times prior to being sealed and labeled.
 - g. The observer shall request that the donor observe the transfer of the specimen and the placement of the tamper-proof seals over the bottle cap and down the sides of the bottles. The donor shall sign the seals.
 - h. After the specimen has been provided and submitted to the observer, the donor shall be allowed to wash his/her hands.
5. The specimen shall be prepared according to the following dispatch procedures.
- a. The observer and the donor shall be present during the dispatch procedures.
 - b. The observer shall securely place labels on the bottle. The label should list the date of collection and a minimum of two identifiers for the donor (e.g. name and DOB).
 - c. The observer shall enter the date and time of supervised collection into their record and sign the record.
 - d. The donor shall be asked to read and counter-sign the record.
 - e. The observer shall complete the chain-of-custody form.
 - f. The observer or designated employee shall prepare the urine specimen and chain of custody form for overnight shipment/transport to the laboratory, and the shipment/transport shall take place as soon as possible and within twenty-four (24) hours of specimen collection. If the specimens are not immediately shipped/transported, they shall be stored securely to avoid tampering and refrigerated to avoid contamination.
 - g. While any part of the above chain-of-custody procedures is being performed, it is essential that the urine specimen and chain-of-custody documents be under the control of the observer.
6. The Contractor shall offer the Board the option of allowing test participants to provide oral fluid samples via video monitored collection at locations outside of the Contractor's testing centers. This option may be utilized at the Board's discretion. Contractor shall provide supply management and laboratory analysis for this collection method. Video monitored collection services shall be executed using the following procedures:
- a. The test participants shall be able to schedule their collection time and date via an online system.
 - b. The test participants will be connected with a trained observer via online video conference software determined by the test participant and the Contractor.
 - c. The observer shall confirm the test participants' identity by checking a photo ID.

- d. The observer shall walk the test participants through the entire collection process.
 - e. The observer shall witness the entire collection process.
 - f. The observer shall address any dry mouth situations that arise.
 - g. The test participants will complete the chain-of-custody form under the observer's instruction.
 - h. The observer shall report any irregularities to the Contractor's Account Representative Team who will notify the Case Manager.
 - i. The collection process shall be modeled off the Substance Abuse and Mental Health Services Administration's Oral Fluid Regulation as applicable.
 - j. Every effort shall be made by both parties to minimize the number of persons handling specimens.
7. The Contractor shall inspect a collection site in the event a collection problem or enforcement issue has been identified. The Contractor shall terminate the use of specific laboratory collection site as requested by the Board.
- a. The Contractor shall keep an updated California collection site list on their website. All collection sites identified on this collection site list will be available for use by Board test participants. The collection sites list shall be updated within seven (7) days of collections sites being added or removed. The Contractor shall notify the Board in writing (via e-mail) and within three (3) days of any changes to the collection site list. The collection site list shall contain at a minimum: collection site name, location, hours and days of operation, type(s) of collection service(s) offered (including availability of male/female observation for specimen collection), and contact information. The collection sites list shall include all California collection sites available for use under this contract.
 - b. Board may request the immediate testing of a specific test participant. Requests made by Boards shall be made in writing via e-mail or letter or through the Contractor's website.
 - c. Collection sites must be made available statewide to all test participants within twenty (20) miles of their address of record or worksite. When demonstrated by the Contractor (and approved by Board in writing) that no collection sites are available within twenty (20) miles of any test participant's address of record or worksite, the Contractor shall work with Board and/or the test participant to identify a collection site as close as possible to the test participant's address of record or worksite, and within 50 miles if possible. All collection site services shall be available, at a minimum, from 7:00 A.M. to 7:00 P.M. seven (7) days a week. When requested by Board or a Licensee, the Contractor shall assist Board and/or the test participant in locating a collection site as close as possible to the test participant's address or worksite that provides collection services 24-hours a day, seven (7) days a week. The Contractor shall make every effort to locate and provide collection site services to all test participants that meet their individual location and scheduling needs.
 - d. In the event a test participant leaves the State or Country, the Contractor shall work with the test participant and Board to locate a suitable collection location.
 - e. For all *positive* test results, the Contractor shall maintain copies of each chain of custody form for five (5) years. Each chain of custody form shall contain

the collector's name and collection site address for any individual who collects a specimen from a test participant. Said information shall be provided to the Board upon written request (via e-mail or letter). The Contractor agrees that an observer shall be called as a witness to provide a declaration or testimony in any administrative hearing.

- f. For all *negative and non-positive* test results, the Contractor shall maintain copies of each chain of custody form for two (2) years. Each chain of custody form shall contain the observer's name and collection site address for any individual who collects a specimen from a test participant. Said information shall be provided to the Board upon written request (via e-mail or letter).
- g. The Contractor shall instruct test participants to call the collection site to confirm wait times for providing a specimen. The Contractor shall make every effort to make the test participants wait at a collection site no longer than thirty (30) minutes.
- h. The Contractor shall allow Board staff to observe and collect urine specimens from test participants on an "as needed" basis. The Contractor shall provide Board staff with urine collection testing kits, colored dye tablets, and any other supplies used in the collection and submission of urine specimens. There will be no charge to Board for this service.
- i. When Board staff collect a urine specimen from a test participant, the Contractor shall provide Board with overnight courier service and/or patient service drop-off locations for the delivery of urine specimens to the laboratory. Board will not be charged for this service.
- j. The Contractor shall provide automatic notification to the Board within twenty-four (24) hours when a test participant fails to contact the Contractor's automated notification system. The Contractor shall provide automatic notification to Board within seventy-two (72) hours when a test participant fails to test.
- k. Should the specimen arrive with evidence that the two seals were tampered with, the specimen will be considered flawed. The Contractor communicates the reason for the flawed test to the Board.

6. Laboratory Services:

- a. The Contractor shall provide services for the scientific testing of saliva, urine, blood, nail and/or hair follicle specimens for the detection of alcohol, illegal, and controlled substances.
- b. The Contractor agrees that all drug testing services shall be provided by laboratories that are certified by the United States Department of Health and Human Services, Substance Abuse & Mental Health Services Administration (SAMHSA).
- c. The laboratory must begin to process specimens within two days of receipt by the laboratory.
- d. The Contractor shall ensure that the toxicology laboratories conduct the initial specimen (i.e., saliva, urine, blood, and/or hair follicle) analysis by Federal Drug Administration approved immunoassay and gas chromatography/mass spectrometry ("GC/MS") in accordance with the "Description of Random Drug Base Panel Screening Program Testing Protocol".
- e. Initial screen will be by immunoassay ("EMIT") and gas chromatography/mass

spectrometry ("GC/MS") where indicated on the "Description of Random Drug Base Panel Screening Program Testing Protocol" (Exhibit A, Attachment I). The BOP may request the participant be tested with a different panel if needed.

- f. Presumptive positives will be confirmed by liquid chromatography/mass spectrometry ("LC/MS"). When more exact, comprehensive, or precise testing methods are necessary to test for metabolites of substances listed on the approved test panel, such enhanced tests may be requested, provided the test conforms to current drug testing procedures established by the HHS. For example, Norhydrocodone may be used to test for evidence of ingestion of Hydrocodone.
- g. Each specimen will be assayed for the presence of compounds at the detection levels indicated in each panel.
- h. Adulteration testing must include at a minimum specific gravity and creatinine and other tests for adulterants as recommended by the laboratory.
- i. All positive screening results must be confirmed prior to reporting. Alcohol positive results should be reflexed to test for glucose and yeast.
- j. Use level of detection testing rather than predetermined cut-off in analysis and reporting.
- k. A Clinical toxicologist must be available for consultation in test interpretation at no additional fee.
- l. New methods of specimen processing may be negotiated for approval between Board and the Contractor as new technology is developed. A written agreement amending the contract must be executed before any changes to the services may take place.
- m. The Contractor shall ensure that any equipment used in the testing of specimen is maintained and recalibrated as required by all state and federal laws and regulations.
- n. The Contractor shall ensure that only laboratory personnel handle saliva, urine, blood, nail and hair specimens, and that all chain of custody procedures are followed at all times.
- o. The Contractor shall obtain payment for chain of custody forms and analysis by directly billing the Licensee or directly obtaining payment from the test participant. The Contractor agrees that Board will not be billed for any costs incurred by the test participant, nor will Board be responsible for obtaining payment from the test participant.
- p. Board shall notify the Contractor at least twenty-four (24) hours in advance of any test participant who is to be tested via blood or hair follicle. The notification shall be made in writing, via e-mail. The Contractor shall telephone the collection site and request that the test participant's chain of custody form be revised to identify the selected blood or hair follicle panel specified by Board. The test participants will be responsible for the additional costs related to these tests.
- q. In the case of hair follicle testing, the Contractor shall send a hair collection test kit to the collection site, via overnight courier, at no charge to Board.
- r. The Contractor shall provide blood analysis as requested by the Board. The substances tested for shall be selected by the Board.
- s. The Contractor shall provide Board with blood confirmation analysis of any positive result. The Contractor agrees to bill the test participant directly for any costs related to this testing.
- t. The Contractor shall provide hair follicle analysis as requested by the Board. The substances tested for shall be selected by the Board.

7. Laboratory Results:

- a. The Contractor shall provide Board with on-line results via the Contractor's secured website.
- b. The Contractor shall provide the following services related to laboratory results at no charge to the Board:
 1. Drug cut-off levels identified on all laboratory results;
 2. Creatinine levels and Ph identified on all results, whether above or below cut-off levels;
 3. Identification of the quantity level on any positive results;
 4. Confirmation testing by gas chromatograph/mass spectrometer (GC/MS); and
 5. Provide d & 1 testing (separation of Meth isomer) on positive results of amphetamine and/or methamphetamine.
 6. Dilute negative cut-off levels identified on all laboratory results.
- c. The Contractor shall provide negative laboratory results to the Board, via the Contractor's secured website, within two (2) days of specimen receipt by the laboratory.
- d. The Contractor shall store all negative specimens at the laboratory for three (3) days following the date of the original test. There will be no charge to the Board or test participant for this service.
- e. The Contractor shall provide positive laboratory results to the Board, via the Contractor's secured website, within forty-eight (48) to seventy-two (72) hours of specimen receipt by the laboratory.
- f. For dilute negative cut-off levels identified on laboratory results:
 1. The Contractor shall notify the laboratory, via the Recovery Management Solutions (RMS) Medical Department, to inquire whether or not there appeared to be any data for a particular analyte at 50% of the screening cut-off.
 2. If the laboratory reports that there is no screening data below cut-off, then there is nothing more to do with the specimen. Board may elect to test by using an alternative specimen, specifically hair or oral fluid.
 3. If the laboratory reports that there is suspected analyte present at 50% of cut-off, then authorize the laboratory to do an immediate confirmation of that analyte at the laboratory's lower limit of quantitation (LOQ).
 4. If this LOQ confirmation is positive, this will produce a confirmed and actionable result.
- g. When requested by the Board, the Contractor shall make positive laboratory results available to the Contractor's Medical Review Officer (MRO) within 1 hour via the contractor's secured website, for the MRO's review and expertise.
- h. The Contractor shall store all positive specimens at the laboratory for two (2) years following the date of the original test. There will be no charge to Board or the test participant for this service.
- i. When requested in writing (via e-mail or letter) by Board, the Contractor shall retain any positive specimens at the laboratory for more than the scheduled two (2) years. The written request must be made prior to the two (2) year disposal period and must inform the Contractor how long to retain the positive specimen. Any specimen retained will be kept for administrative hearing purposes. There will be no charge to Board or the test participant for this service.
- j. If any re-tests are ordered by the MRO for the original saliva, urine, blood, nail, and/or

hair follicle specimen in the same laboratory, the Board or test participant shall not be charged for this service.

- k. The Contractor shall provide test results that are legally defensible. The Contractor must be able to provide expert testimony regarding drug testing procedures and results at an administrative hearing upon request of Board.

8. Medical Review Services:

- a. The Contractor shall employ and provide the services of a Medical Review Officer (MRO) to evaluate drug screen test results and to serve as an expert in this area only upon the request of the test participant or Board. The Contractor will ensure that the MRO is a licensed physician and has knowledge of substance abuse disorders and the appropriate medical training to interpret and evaluate laboratory drug test results, medical histories, and other information relevant to biomedical information.
- b. The MRO's duties shall be as follows:
 - 1. Review positive laboratory test results in a confidential manner;
 - 2. Review the Board form entitled "Drug Questionnaire" provided by Board;
 - 3. Consult with the Board regarding a positive result.
 - 4. Review and analysis of any prescription or medical records regarding the test participant;
 - 5. Determine alternative medical explanations for the positive result;
 - 6. If directed by Board, send notification to the test participant requesting an explanation of a positive result;
 - 7. Provide signed documentation of any conversations with a test participant;
 - 8. Provide all documentation related to the positive test to the test participant;
 - 9. Complete Declarations; and/or
 - 10. Provide expert testimony.
- c. Board may contact the MRO, via telephone or email, regarding any positive test immediately upon Board's receipt of a positive result. The Contractor agrees that the MRO is not to discuss results with any test participant, unless directed to do so by Board (in writing via e-mail or letter).
- d. If Board authorizes the MRO to speak with a test participant, the Contractor shall ensure that the MRO documents any conversation regarding a positive test with a test participant. The documentation shall be signed by the MRO under penalty of perjury and will be mailed directly to Board within three (3) working days, along with all pertinent documentation involving the collection and results on the positive test.
- e. The Contractor shall provide Board with contact information and credentials on any MRO on an "as needed" basis and as requested by Board. Requests made by Board to the Contractor shall be made via e-mail or letter.
- f. Upon written request by Board, via e-mail or letter, the Contractor shall refer positive test results to the MRO for review and expertise. The Contractor shall make positive test results, confirmed by gas chromatography/mass spectrometer (GC/MS), available to the MRO via the Contractor's secured website within forty-eight to seventy-two (48-72) hours of receipt of the saliva, urine, blood, nail, and/or hair follicle specimen by the laboratory.
- g. If any re-tests are ordered by the MRO on the original saliva, urine, blood, nail, and/or hair follicle specimen in the same laboratory, Board or the test participant will not be charged for this service.
- h. The Contractor agrees that any information provided to Board may be used in an

administrative hearing and that the MRO shall be requested by Board to complete a Declaration under penalty of perjury for use in administrative hearings and/or required to attend an administrative hearing to provide his/her expert testimony regarding a biological fluid or hair follicle drug test.

9. Testimonial Services:

- a. If testimonial services are not available virtually and travel is mission critical, then the Board shall reimburse the Contractor's expert witness for testimony at the rates established on Cost Sheet. When providing physical testimony, all travel expenses will be reimbursed at the exempt travel rates in accordance with the California Code of Regulations Title 2, chapter 3, Article 2, Section 599.615.1. Out-of-area travel is defined as travel taking place more than 50 miles from expert witness's normal working location. All travel shall be approved in advance by the Board.
- b. If requested by Board, the Contractor shall provide testimony given through Declaration, by any Contractor representative, at no charge to Board. If requested by Board, the Contractor shall provide testimony given through Declaration, by any Contractor representative, at no charge to Board.
- c. If requested by Board, the Contractor shall provide the completed chain of custody form, positive test results, and certification of document authenticity through Declarations, by any Contractor representative, at no charge to Board.
- d. The Contractor shall provide Board with transcripts from the Contractor's automated system (instructing the test participant to appear for testing) upon the written request by Board (via e-mail or letter) and at no charge to Board. The Contractor understands that transcripts may be used as evidence in an administrative hearing.
- e. The Contractor shall provide litigation packages to Board upon request. The litigation packages shall be delivered to Board within 5 business days of the request. The litigation package for each sample shall, at a minimum, consist of all documents generated for that sample.

10. On-Line Access and Reports:

- a. The Contractor shall provide online access, to a minimum of four (4) Board employees, to their secure website for retrieval of various results and reports.
- b. The Contractor shall provide Board online access to each individual test participant's file. Each file shall identify the test participant's random test schedule, dates and times the test participant contacts or fails to contact the twenty-four (24) hour toll-free telephone or website system, all test results, identification of substances detected or any other abnormalities that would result in a positive or non-negative result, pending status of test results, progress notes, license type, initial enrollment date, history of testing frequency, dates of all scheduled tests identifying if specimen was collected or if testing was missed, date Board was informed of positive or non-negative results or failure to check-in for testing, and date the account was put on hold for failure to pay. All data in the individual test participant file shall be downloadable to an Excel report.
- c. The Contractor shall provide Board online access to cumulative reports identifying all test participants' random test schedules, positive and negative test results, pending status of test results, and whether or not the test was observed.
- d. The Contractor shall provide Board online access to a cumulative report identifying

the total number of tests ordered, total number of tests conducted, total number of non-negative results, and total number of positive results for Board's respective test participants.

- e. The Contractor shall make "violation" reports available to the Board, via the Contractor's secured website, for the test participant who fails to call in or report for a drug test. These reports shall be made available to Board within twenty-four (24) hours when a test participant fails to call into the telephone system or within seventy-two (72) hours of a Licensee's failure to test.
- f. The Board shall be able to instantly modify a test participant's random test schedule through the website to add or move scheduled tests.
- g. If there are any changes to the Contractor's electronic reporting system for test results and reports, the Contractor will notify Board in writing within ninety (90) calendar days prior to the change. Any changes will not remove any Contractor responsibilities described in this contract.
- h. The Contractor shall provide Board and the test participants with online access to communicate via email through the Contractor's online software/platform. All correspondence should be saved and time-stamped within the test participant's account.
- i. The Contractor shall provide Board with online access to documents and make progress notes on every licensee's account. The Contractor's designated employees shall document all contacts with any test participant in their accounts and describe services provided to the licensee.
- j. The Contractor's website shall display:
 - 1. Daily statistics to include the total number of test participants tested that day.
 - 2. A running total of the number of test participants that remain to check in for the day, and whether they were required to test that day.
 - 3. Total number of suspended test participants.
 - 4. Total number of positive results.
 - 5. Number of test participants scheduled to test that day.
 - 6. Total number of test participants who missed checking in the previous day.
 - 7. A running total number of test participants that remain to check in for that day.
 - 8. Total number of test participants pending enrollment into the testing program.

10. Data Transmission and Incident Reporting:

- a. Data transmitted electronically must be encrypted using methods in conformance with Federal Information Processing Standards (FIPS 140-2).
- b. All unauthorized, or suspected unauthorized access, use and/or disclosure (incidents) involving Test Participant data will be reported to the Board immediately upon discovery of the incident.

11. Supply Services:

- a. The Contractor shall provide the collection sites and/or test participants with a supply of saliva or urine collection testing kits, and any other supplies used in the collection and submission of urine, blood, nail, and/or hair follicle specimens, including chain of custody forms. The Contractor understands that a demand for additional supplies may occur due to the expiration of drug kits or an increase in the number of test participants to be tested. There will be no charge to Board for this service.

- b. The Contractor shall provide Board with urine collection testing kits, colored dye tablets, and any other supplies used in the collection and submission of urine specimens. There will be no charge to Board for this service.
- c. The Contractor shall provide all test participants with the chain of custody form(s) required for the collection and analysis of saliva, urine, blood, nail, and/or hair follicles.
- d. The Contractor shall provide Board with the chain of custody forms upon the written request of Board, via email or letter. There will be no charge to Board for this service.

12. Changes in Ownership:

The Contractor shall provide written notification (i.e., e-mail or letter) to Board of any changes in ownership or merges with any other company. Board must receive the written notification 90 calendar days prior to the change in ownership or merger.

**EXHIBIT A
ATTACHMENT 1
BOARD OF PHARMACY
SCOPE OF WORK**

I. PURPOSE:

xxxx (Contractor) shall provide the Department of Consumer Affairs (DCA), California State Board of Pharmacy (BOP) with scheduling, observation, collection, processing, and analysis of urine, blood, nail and/or hair follicles and oral fluids for Probationers designated by the BOP.

II. LOCATION AND SCHEDULE:

- A. The services shall be performed at the Contractor's place of business and/or the locations of its subcontracted vendors or the BOP.
- B. The Contractor shall provide drug testing services to the BOP and the Probationers during the hours described below.
- C. The Contractor shall: Provide toll-free consultation and assistance to the BOP and the Probationers during regular business hours, Monday through Friday (8:00 A.M. to 5:00 P.M. PST). If the Contractor is located outside of California's time zone, assistance shall be provided at a minimum of four (4) hours a day (Pacific Time), Monday through Friday.
- D. Provide and maintain an automated twenty-four (24) hour toll free telephone system and a dedicated website check-in system informing the Probationers whether they have been selected to provide a specimen (i.e., urine, blood, nail, and/or hair follicle) for testing and analysis.
- E. Provide collection facilities, located throughout California seven (7) days a week.

III. CONTACTS:

The Contacts during the term of this agreement will be:

Program Technical Contact

California State Board of Pharmacy

Name: Keshia Mallard

Phone: (916) 518-3079

Email: Keshia.Mallard@dca.ca.gov

Contractor Technical Contact

Name:

Phone:

Email:

Direct all agreement inquiries to:

Department of Consumer Affairs Contact

Contracts Unit

Name: Sean O'Neal

Address: 1625 N. Market Blvd., Suite S-103
Sacramento, CA 95834

Phone: (279) 278-5814

Email: sean.p.oneal@dca.ca.gov

Contractor Administrative Contact

Name:

Address:

Phone:

Email:

IV. **CONTRACTOR RESPONSIBILITIES:**

- A. The Contractor shall test Probationers at a minimum of once per month. A BOP Probation Analyst will request additional testing, on a per case basis. Cost of testing is the responsibility of the Probationer, including toxicology expert witness/Medical Review Officer (MRO) conference discussions. The Contractor is responsible for arranging, collecting, processing, and accounting for all drug testing and all fees associated with drug testing. Contractor will not be reimbursed by the Board or the State for any drug testing fees that are owed by any successful or unsuccessful probationer.
- B. The Contractor shall designate an employee, plus a back-up employee, to work directly with the BOP and the Probationers in coordination of the probation monitoring program. This employee will work with the BOP to ensure that all services are provided in accordance with the contract and that all issues are resolved in a timely manner. This employee or their back-up shall be available during regular business hours, Monday through Friday (8:00 A.M. to 5:00 P.M. PST). Requests for assistance from the BOP shall be responded to within four (4) business hours by this employee, or their back-up. This employee or their back-up shall respond to the BOP in the manner requested by the BOP (i.e. phone, email, letter, etc.)
- C. Enrollment of Probationer
 - i. The Contractor shall make the initial application/enrollment paperwork to enroll as a new Probationer in the program available to the board electronically or through a secure web portal access. Within five (5) working days of receiving the application/enrollment paperwork from the BOP, the Contractor shall create the Probationer's record.
 - ii. Once the BOP has provided the Contractor with the Probationer's initial application/enrollment paperwork, the Contractor shall assign and provide the Probationer, via U.S. mail and/or email if provided, their personal identification number to access the Contractor's telephone system and chain of custody forms within three (3) working days of the Contractor's receipt of Probationer's initial application and a list of products containing alcohol.
 - iii. The Contractor shall maintain records of all Probationer accounts indefinitely unless instructed otherwise by the BOP.
 - iv. The BOP shall determine and inform the Contractor, in writing (i.e., email, fax or letter), of the testing panel and frequency for each Probationer. The BOP will notify the Contractor of any changes to the panel and/or frequency in writing via email, fax or letter.
 - v. The Contractor shall incorporate all Probationers into their random testing computer system for random selection on a daily basis.
 - vi. Permission to change a Probationer's enrollment status in the drug testing program shall come exclusively from the BOP.
 - vii. Upon request, the Contractor shall provide the BOP with a list of products containing alcohol and an incidental exposure index.

D. Random Testing

- i. The requirement of testing by the Contractors shall provide a random selection system that can generate customized test frequencies to accommodate monitoring the needs of individual participants. Tests are scheduled by computer on an annual basis, and the frequency can be updated if the testing requirement for an individual probationer changes. The requirement of random testing is determined randomly by computer and must be distributed throughout the year. However, additional tests and testing schedules are to remain at the discretion of the BOP. Probationers are required to contact the Contractor's drug testing notification system, including an automated twenty-four (24) hour toll free telephone system and a dedicated website check-in system, daily to ascertain if a test is required in sufficient time to ensure adequate time to be tested on the same day. Contractor shall record the date and time the participant checked in for daily testing. If participant appeals a missed check-in, Contractor shall research to confirm whether participant complied. If a test is required, the participant is required to be present for testing prior to the collection site's closure for that day unless otherwise specified in the recovery agreement. The random testing parameters are:
 - a. Under no circumstances shall the Contractor or subcontractor give permission to a Probationer to abstain from testing unless approved by BOP.
 - b. The testing notification message shall be accessible repetitively throughout the day on a daily basis. The testing notification message is available by telephone or computer twenty-four (24) hours a day, seven (7) days a week, including holidays.
 - c. BOP has the final authority to determine Probationer's testing schedules.
 - d. The base panel cost for urine drug screens as outlined in "Description of Base Panel Random Drug Screening Program Testing Protocol" (Exhibit A, Attachment I), excluding the required collection fee, shall not exceed the rates identified on Exhibit B, Attachment I – Cost Sheet. The drug testing fee shall include, but is not limited to, all administrative, set up, processing fees, laboratory fees, shipping fees, and EtG testing. The Probationer is required to pay for the drug testing fee and shall have the options of paying for the drug testing via cashier's check, credit card, money order, or ATM debit if available. Non-sufficient fee charges may only be assessed by the Contractor once per occurrence and the charge associated with this fee may not be greater than the fee that is charged by the drug testing provider's financial institution. The Contractor may not add on any additional fees.
 - e. From time to time the BOP may require other forms of drug screens for its Probationers. The cost for other drug screens will vary depending on the panel selected. The use of any other types of drug screens (e.g. hair, sweat, saliva, blood and nail) shall have prior written approval by the BOP. The cost for these other types of drug screens shall have prior written approval by the BOP and are paid for by the Probationer.
 - f. The Contractor shall test for drugs that are identified in but not limited to "Description of Urine Base Panel Random Drug Screening Program Testing Protocol" (Exhibit A, Attachment I).
 - ii. The Contractor's automated notification system shall positively identify the Probationer by their personal identification number (assigned by the Contractor) entered by that specific Probationer.
 - iii. The Contractor's notification system shall log the date and time of the

Probationer's call or website access.

- iv. The BOP may utilize more specific daily timeframes for Probationers to contact the automated twenty- four (24) hour toll free telephone system or the dedicated website check-in system. The BOP may specify the exact timeframes for each Probationer.
- v. The Contractor may provide a mobile application compatible for both Apple and Android devices, and a website to log into to daily to ascertain if a test is required. The Board may opt to allow Probationers to use the mobile application and/or website provided both meet the same requirements of the automated notification system.

E. Collection Services

The Contractor shall keep an updated California collection site list on their website. All collection sites identified on this collection site will be available for use by BOP Probationers. Collection sites shall employ collection personnel to observe/witness the collection of urine, blood, nail, and/or hair follicle specimen, and such personnel shall comply with all Department of Transportation (DOT) observed collection guidelines and chain of custody procedures as outlined in 49 CFR 40 at all times. The collection sites list shall be updated within seven (7) days of collection sites being added or removed. The collection site list shall contain at a minimum: collection site name, location, hours and days of operation, type(s) of collection service(s) offered (including availability of male/female observation for specimen collection) and contact information. The collection sites list shall include all California collection sites available for use under this contract. The Contractor shall provide the BOP with a copy of their contracted operating collection sites and locations that are engaged in the business of collecting urine, blood, nail and hair follicle specimens for the testing of drugs and alcohol within the State of California.

- i. Collection sites must be made available statewide to all Probationers within twenty (20) miles of their address of record or worksite. When demonstrated by the Contractor (and approved by BOP in writing) that no collection sites are available within twenty (20) miles, a collection site shall be made available within fifty (50) miles if possible.
- ii. All collection site services shall be available, at a minimum, Monday through Friday, 7:00 A.M. to 7:00 P.M. If the labs are not open on weekends for testing, the Contractor must utilize field staff to perform observed testing on the weekends when necessary.
- iii. If a twenty-four (24) hour collection site is not available in a particular area, the Contractor shall locate and provide an after-hours facility and collector, at no charge to the BOP or Probationer. This request can be made verbally by the BOP or Probationer.
- iv. When requested by BOP or a Probationer, the Contractor shall assist the BOP and/or the Probationer in locating a collection site as close as possible to the Probationer's address of record or worksite that provides collection services twenty-four (24) hours a day, seven (7) days a week. The Contractor shall make every effort to locate and provide collection site services to all Probationers that meet their individual location and scheduling needs.
- v. The Contractor shall provide BOP a login for online access to a secured Recovery Management Solution website so BOP can access real time information of available collection sites which the Contractor shall update daily to show closures, service

- changes, hours of operations etc.
- vi. The BOP may direct the Contractor to select a Probationer to test within twenty-four (24) hours of notification, if the BOP believes the Probationer may be a risk. Requests made by the BOP shall be made in writing via email, fax or letter.
 - vii. In the event a Probationer leaves the State or Country, the Contractor shall work with a Probationer and BOP to locate a suitable collection location.
 - viii. For all positive test results, the Contractor shall maintain copies of each chain of custody form for five (5) years unless requested in writing (email, fax, or letter) by the BOP to retain for more than the scheduled five (5) years. Each Chain of Custody form shall contain the collector's name and collection site address for any individual who collects a specimen from a Probationer. The Contractor shall provide this information to the BOP at the written request (via email, fax, or letter) of the BOP. The Contractor agrees that a collector may be called as a witness to provide a declaration or testimony in any administrative hearing.
 - ix. For all negative test results, the Contractor shall maintain copies of each chain of custody form for two (2) years. Each Chain of Custody form shall contain the collector's name and collection site address for any individual who collects a specimen from a Probationer. The Contractor shall provide this information to the BOP at the written request (via email, fax, or letter) of the BOP.
 - x. The Contractor shall instruct Probationers to call the collection site to confirm wait times for providing a specimen. The Contractor shall make every effort to limit the Probationer's wait at a collection site to no longer than thirty (30) minutes.
 - xi. If a Probationer is unable to go to a collection site to test due to illness or other extenuating circumstances, BOP staff may grant a one-time exception for the Probationer to test in their own home with a Video Monitored Oral Fluid Collection service offered by the Contractor.
 - xii. When BOP staff grants a Probationer an exception to test at home the Probationer will contact the Contractor to order a **bundle of five tests** and schedule their collection date and time online to submit a Video Monitored Oral Fluid Collection.
Note: The test bundle will be for the individual test participant only.
 - xiii. The Contractor agrees that BOP staff may need to observe and collect urine specimens from Probationers on an "as needed" basis.
 - xiv. When the BOP staff collects a urine specimen from a Probationer, the Contractor shall provide the BOP with overnight courier service and/or patient service drop-off locations for delivery of urine specimens to the laboratory. The Contractor shall not charge for this service.

F. Specimen Collection

The Contractor shall provide services for the scientific testing of urine, blood, nail and/or hair follicle specimens for the detection of alcohol, illegal and controlled substances.

- i. The Contractor shall conform to current drug testing standards from the Mandatory Guidelines for Federal Workplace Drug Testing Programs as established by the Department of Health and Human Services.
- ii. The Contractor shall ensure that any equipment used in the testing of specimen is maintained and recalibrated as required by all state and federal laws and regulations.
- iii. The Contractor shall require all Probationers to show picture identification at all the

- collection sites each time they test.
- iv. Observed collection of urine drug testing is required for all probationers at the collection sites. Collection may also include other drug testing techniques, (e.g., hair, sweat, saliva, blood, and nail). The observer at the collection site is the individual who watches the donor urinate into a collection container or specimen bottle during observed collection of urine testing. The Contractor is required to notify the probationer upon enrolling in the random drug testing when contacting the collection site that the site has a person of the same gender to perform the observed collection.
 - v. The Contractor shall ensure that only laboratory personnel handle urine, blood, nail and hair follicle specimens and that the chain of custody procedures are followed at all times.
 - vi. The Contractor shall ensure that precautions are taken to ensure that no specimen can be adulterated, substituted or diluted during the collection procedure and that information on the urine bottle and in the observer's record can identify the individual from whom the sample was collected.
 - a) The Chain of Custody form shall accompany every specimen and will be initialed by the Probationer and collector and by each individual handling the specimen. Every effort should be made to minimize the number of persons handling specimens. If the Chain of Custody is broken, the specimen shall be discarded.
 - b) The laboratory will conduct specimen validity testing on every specimen to ensure the specimen has not been adulterated, substituted or diluted.
 - c) Re-testing a sample can be conducted at any time as may be required to determine whether the sample has been adulterated, substituted or diluted. Any sample confirmed to be adulterated, substituted, or diluted is considered non-compliance and requires immediate intervention by the BOP.
 - vii. All samples are to be collected via observed testing. The following procedures will ensure that unadulterated specimens are obtained and correctly identified. Every effort should be made to minimize the number of persons handling specimens.
 - a) After washing hands, the donor shall remain in the presence of the observer and not have access to any water fountain, tap, soap dispenser, cleaning agent or any other materials that might be used to adulterate the specimen.
 - b) The donor shall provide the specimen under the direct supervision of an observer.
 - c) Upon receiving the specimen, the observer shall determine that there is sufficient sample to enable all required testing to be performed. In the event that insufficient sample is provided, an additional sample may be collected.
 - d) Immediately after the specimen is collected, the observer shall inspect the urine specimen to determine its color and look for any indication of adulterants or diluents. The specimen temperature is to be taken and should be in the range of 33°C to 38°C. Any unusual findings should be noted in the observer's record.
 - e) If the validity of the sample cannot be established, or if it is suspected that the specimen may have been adulterated or substituted, then another specimen shall be collected as soon as possible, and both forwarded to the laboratory for testing.
 - f) Both the observer and the donor shall always keep the specimen in view prior to being sealed and labeled.
 - g) The observer shall require that the donor observe the transfer of the specimen and the placement of the tamper-proof seals over the bottle cap

and down the sides of the bottles. The donor shall sign the seals.

- h) After the specimen has been provided and submitted to the observer, the donor shall be allowed to wash his/her hands.

viii. The specimen shall be prepared according to the following dispatch procedures.

- a) The observer and the donor shall be present during the dispatch procedures.
- b) The observer shall securely place labels on the bottle. The label should list the date of collection and a minimum of two identifiers for the donor (e.g. name and DOB).
- c) The observer shall enter the date and time of supervised collection into their record and sign the record.
- d) The donor shall be asked to read and counter-sign the record.
- e) The observer shall complete the chain-of-custody form.
- f) The urine bottles and the chain-of-custody form are now ready for shipment. A collection site must submit a specimen to the laboratory within one (1) business day of receipt. A chain of custody shall be used on all specimens and shall be appropriately safeguarded and refrigerated during storage.
- g) While any part of the above chain-of-custody procedures is being performed, it is essential that the urine specimen and chain-of-custody documents be under the control of the supervisor.

ix. The Contractor or subcontractor shall inspect a collection site in the event a collection problem or enforcement issue has been identified or terminate using that specific laboratory collection site as requested by the BOP.

x. When BOP staff grant an exception for a Participant to use the Contractor's Video Monitoring Service, the following procedures will ensure that unadulterated specimens are obtained and correctly identified. Every effort should be made to minimize the number of persons handling specimens.

- a) Donor will be connected with a trained monitor for their collection.
- b) Monitor will observe the entire collection process by video.
- c) Monitor will confirm donor's identity by checking a photo ID.
- d) Monitor will walk the donor through the entire collection process.
- e) Donor will complete the chain of custody under the monitor's instruction.
- f) Donor will place the specimen in the provided box in front of the monitor.
- g) Donor will place the two provided tamper proof seals around the specimen box in front of the monitor.
- h) Donor will place the specimen box in the provided FedEx mailer and seal the mailer in front of the monitor.
- i) Donor will mail the FedEx mailer to the address provided within one day of sample collection.
- j) Monitor will report any irregularities to Contractor Representative who will notify the Case Manager.
- k) Should the specimen arrive with evidence that the two seals were tampered with, the specimen will be considered flawed. The Contractor communicates the reason for the flawed test to the Case Manager.

G. Specimen Processing

- i. Screens will be processed by a lab certified by the Federal Department of Health and Human Services (HHS) Substance Abuse and Mental Health Services Administration (SAMHSA), member of the HHS National Laboratory Certification

Program (NLCP).

- ii. Processing of specimens shall begin within two (2) business days of receipt by the laboratory.
- iii. Initial screen will be by immunoassay ("EMIT") and gas chromatography/mass spectrometry ("GC/MS") where indicated on the "Description of Random Drug Base Panel Screening Program Testing Protocol" (Exhibit A, Attachment I). The BOP may request the participant be tested with a different panel if needed.
- iv. Presumptive positives will be confirmed by liquid chromatography/mass spectrometry ("LC/MS"). When more exact, comprehensive, or precise testing methods are necessary to test for metabolites of substances listed on the approved test panel, such enhanced tests may be requested, provided the test conforms to current drug testing procedures established by the HHS. For example, Norhydrocodone may be used to test for evidence of ingestion of Hydrocodone.
- v. Each specimen will be assayed for the presence of compounds at the detection levels indicated in each panel.
- vi. Adulteration testing shall include at a minimum specific gravity and Creatinine and other tests for adulterants as recommended by the laboratory. In addition to the standard specific gravity and Creatinine validity testing as specified, the following tests shall also be performed at no additional charge;
 - a) pH
 - b) Oxidizing Adulterants
 - c) Nitrites
 - d) Glutaraldehyde
 - e) Pyridinium Chlorochromate
- vii. All positive screening results shall be confirmed prior to reporting. Alcohol positive results shall be reflexed to test for glucose and yeast.
- viii. Level of detection testing rather than using predetermined cut-off will be employed in analysis and reporting.
- ix. Lower level of detection testing will be performed on all dilute negative urine specimens.
- x. Clinical toxicologist shall be available for consultation in test interpretation at no additional fee.
- xi. New methods of specimen processing may be approved between the BOP and the Contractor as new technology is developed. The Contractor shall notify the BOP of any advances in testing technology that might be beneficial to the program.

H. Laboratory Results

- i. The Contractor shall provide the BOP with on-line results via the Contractor's secured website and via email.
- ii. The Contractor shall provide the following services related to laboratory results at no charge to the BOP:
 - a) Drug cut-off levels identified on all laboratory results;
 - b) Creatinine levels on all results, whether above or below cut-off levels;
 - c) Identification of the quantity level on any positive results;
 - d) Confirmation testing by gas chromatograph/mass spectrometer (GC/MS); and
 - e) Provide d & 1 testing (separation of Meth isomer) on positive results of amphetamine and/or methamphetamine.

- iii. The Contractor shall provide negative laboratory results to the BOP, via the Contractor's secured website and via email, within twenty-four to forty-eight (24-48) hours of specimen receipt by the laboratory.
- iv. The Contractor shall store all negative specimens at the laboratory for three (3) days following the date of the original test. The Contractor shall not charge to the BOP or Probationer for this service.
- v. The Contractor shall provide positive laboratory results to the BOP, via the Contractor's secured website and via email, within one (1) business day of the final screening process by the laboratory or MRO review if requested by the participant or BOP.
- vi. Upon written request by the BOP via email, fax or letter, or by electronic request via the Contractor's secure website, the Contractor shall immediately make positive laboratory results available to the Contractor's Medical Review Officer (MRO), via the Contractor's secured website, for the MRO's review and expertise.
- vii. The Contractor shall store all positive specimens at the laboratory for five (5) years following the date of the original test. The Contractor shall not charge the BOP or Probationer for this service.
- viii. When requested in writing (via email, fax or letter) by the BOP, the Contractor shall retain any positive specimens at the laboratory for more than the scheduled five (5) years. The written request must be made prior to the five (5) year disposal period. Any specimen retained will be kept for administrative hearing purposes. There will be no charge to the BOP or Probationer for this service.
- ix. If the BOP/MRO suspects that a test result is incompatible with a Probationer's clinical condition, then the Contractor shall repeat the analysis, upon the request of the BOP/MRO, of the original urine, blood, and/or hair follicle specimen at the same laboratory. The Contractor shall repeat analysis of a specimen with negative result within three (3) days following the date of the original test. When requested in writing (via email, fax or letter) by the BOP, the Contractor agrees to repeat the analysis of specimen with a positive result within two (2) years following date of the original test. The Contractor shall provide any repeat analysis at no charge to the BOP or the Probationer.

I. Medical Review Services

- i. The Contractor shall employ and provide the services of a Medical Review Officer (MRO) to evaluate drug screen test results and to serve as an expert in this area only upon the request of the Probationer or BOP. The Contractor will ensure that the MRO is a licensed physician and has knowledge of substance abuse disorders and the appropriate medical training to interpret and evaluate laboratory drug test results, medical histories, and other information relevant to biomedical information.
- ii. MRO's duties shall be as follows:
 - a) Review positive laboratory test results in a confidential manner;
 - b) Consult with the BOP regarding a positive result;
 - c) Review the positive result with the probationers last use;
 - d) Review of any prescription or medical records regarding the Probationer;
 - e) Determine alternative medical explanations for the positive result;
 - f) If directed by the BOP, send notification to the Probationer requesting an explanation of a positive result;
 - g) Provide signed documentation of any conversations with a Probationer;
 - h) Provide communication to the BOP for any positive test result verified;

- i) Provide all documentation related to the positive test to the BOP;
 - j) Provide telephone consultation to the BOP as described in #3 of this Scope of Work;
 - k) Complete Declarations; and/or
 - l) Provide expert testimony.
- iii. The BOP shall contact the MRO, via telephone or email, regarding any positive test immediately upon the BOP's receipt of a positive result. The Contractor agrees that the MRO shall not discuss results with any Probationer, unless directed to do so by the BOP (in writing via email, fax or letter).
 - iv. If the BOP authorizes the MRO to speak with a Probationer, the Contractor shall ensure that the MRO documents any conversation regarding a positive test with the Probationer. The MRO shall sign the documentation under penalty of perjury and mail the documentation directly to the BOP within three (3) working days, along with all pertinent documentation involving the collection and results on the positive test.
 - v. The Contractor shall provide the BOP with contact information and credentials on any MRO on an "as needed" basis and as requested by the BOP. Requests made by the BOP to the Contractor shall be made in writing via email, fax or letter.
 - vi. Upon written request by the BOP via email, fax or letter or by electronic request via the Contractor's secure website, the Contractor shall refer positive test results to the MRO for review and expertise. The Contractor shall make positive test results, confirmed by gas chromatography/mass spectrometer (GC/MS), available to the MRO via the Contractor's secured website within forty-eight to seventy-two (48-72) hours of receipt of the urine, blood, and/or hair follicle specimen from the laboratory.
 - vii. If any re-tests are ordered by the MRO on the original urine, blood, and/or hair follicle specimen in the same laboratory, the Contractor shall not charge the BOP or Probationer for this service.
 - viii. The Contractor agrees that any information provided to the BOP may be used in an administrative hearing and that the MRO shall be requested by the BOP to complete a Declaration under penalty of perjury for use in administrative hearings and/or required to attend an administrative hearing to provide his/her expert testimony regarding a biological fluid or hair follicle drug test.

J. Testimonial Services

- a. The BOP shall reimburse the Contractor's expert witness for testimony and related expenses at the rates shown in Exhibit B, Attachment I, Cost Sheet. When providing physical testimony, all travel expenses will be reimbursed at the travel rates in accordance with the California Code of Regulations Title 2, chapter 3, Article 2, Section 599.615.1.
- b. If requested by the BOP, the Contractor shall provide testimony given through Declaration, by any Contractor representative, at no charge to the BOP.
- c. If requested by the BOP, the Contractor shall provide the completed Chain of Custody form, positive test results and certification of document authenticity through Declarations, by any Contractor representative, at no charge to the BOP.
- d. The Contractor shall provide the BOP with telephone transcripts from the Contractor's automated telephone system (instructing the Probationer to appear for testing) upon the written request by the BOP (via email, fax or letter) and at no charge to the BOP. The Contractor understands that transcripts may be used as

evidence in an administrative hearing.

K. On-Line Access and Reports

- a. The Contractor shall provide the BOP on-line access to a secured website, to a minimum of five (5) BOP employees, to obtain and retrieve various results and reports as well as the ability for the probation analyst(s) to add additional tests or revise current probationer schedules as the need arises.
- b. The Contractor shall provide the BOP on-line access to each individual Probationer's account. Each account shall identify the Probationer's random test schedule, date and time Probationer calls the twenty- four (24) hour toll-free telephone system, positive and negative test results, pending status of test results, and progress notes.
- c. The Contractor shall provide the BOP on-line access to cumulative reports identifying all Probationer's random test schedules, positive and negative test results, pending status of test results and whether or not the test was observed.
- d. The Contractor shall make "violation" reports available to the BOP, via the Contractor's secured website, for the Probationer who fails to call in or report for a drug test. These reports shall be made available to the BOP within twenty-four (24) hours when a Probationer fails to call into the telephone system or within seventy-two (72) hours of a Probationer's failure to test.
- e. If there are any changes to the electronic reporting system for test results and reports, the Contractor will notify the BOP in writing within ninety (90) days prior to the change.

L. Data Transmission and Incident Reporting.

- a. Data transmitted electronically must be encrypted using methods in conformance with Federal Information Processing Standards (FIPS 140-2).
- b. All unauthorized, or suspected unauthorized access, use and/or disclosure (incidents) involving BOP data will be reported to BOP immediately upon discovery of the incident.

M. Supply Services

- a. The Contractor shall provide the collection facilities with a supply of urine collection testing kits, and any other supplies used in the collection and submission of urine, blood, and/or hair follicle specimens. The Contractor understands that a demand for additional supplies may occur due to the expiration of drug kits or an increase in the number of Probationers to be tested. There will be no charge to the BOP for this service.
- b. The Contractor shall provide the BOP with urine collection testing kits, colored dye tablets, and any other supplies used in the collection and submission of urine specimens. The Contractor shall not charge the BOP for this service.
- c. The Contractor shall provide all Probationers with the Chain of Custody form(s) required for the collection and analysis of urine, blood, nail and/or hair follicle. The Probationer will be responsible for the payment for this service.
- d. The Contractor shall provide the BOP with the chain of custody forms upon the written request of the BOP via email.

N. Changes in Ownership

- a. The Contractor shall provide written notification (i.e., email, fax, or letter) to the BOP of any changes in ownership or merges with any other company. The BOP must receive the written notification ninety (90) days prior to the change in ownership or merger.

EXHIBIT A, ATTACHMENT II
DESCRIPTION OF URINE BASE PANEL RANDOM DRUG SCREENING
PROGRAM TESTING PROTOCOL

***	HPP Panel				EIA Screen
<u>Drug Class</u>	Screen		Reflex Confirm		LCMS Screen
Analyte(s)	Method	Cut Off	Method	Cut Off	Confirmation
<u>Specimen Validity</u>					
Creatinine	Colormetric	>20.00	Colormetric	>20.00	
SPGR (reflex for Abnormal Creat)			Refractometer	1.0010 - 1.0200	
pH	Colormetric	4.5 - 9.0	pH Meter	4.5 - 9.0	
Nitrite	Colormetric	<200	Colormetric	<200	
<u>Amphetamines</u>	EIA	500			
Amphetamine			GCMS	250	
Methamphetamine			GCMS	250	
Chiral*			GCMS	%	
<u>Barbiturates</u>	EIA	300			
Amobarbital			GCMS	200	
Butabarbital					
Butalbital			GCMS	200	
Pentobarbital			GCMS	200	
Phenobarbital			GCMS	200	
Secobarbital			GCMS	200	
<u>Benzodiazepines</u>	EIA	100			
Alprazolam			LCMSMS	50	
Clonazepam			LCMSMS	100	
Flurazepam			LCMSMS	100	
Lorazepam			LCMSMS	100	
Midazolam			LCMSMS	50	
Nordiazepam			LCMSMS	100	
Oxazepam			LCMSMS	100	
Temazepam			LCMSMS	100	
Triazolam			LCMSMS	50	
<u>Buprenorphine</u>	EIA	5			
Buprenorphine			LCMSMS	5	
Norbuprenorphine			LCMSMS	5	
<u>Chromate</u>	EIA	50			
Pyridine			GCMS	74.3	
<u>Cocaine Metabolites</u>	EIA	150			
Cocaine Metabolites			GCMS	100	
<u>Ecstasy Analogues</u>	EIA	500			
MDA			LCMSMS	250	
MDEA			LCMSMS	250	
MDMA			LCMSMS	250	
<u>ETG/ETS</u>	EIA	250			
Ethylglucuronide			LCMSMS	250	
Ethylsulfate			LCMSMS	50	

<u>Ethanol (Alcohol)</u>	EIA	20		
Ethanol (Alcohol)			GCHS	20
Glutaraldehyde			GCMS	POS/NEG
<u>Marijuana Metabolite</u>	EIA	20		
Marijuana Metabolite			GCMS	15
<u>Methadone</u>	EIA	300		
EDDP			LCMSMS	200
Methadone			LCMSMS	200
<u>Opiates - Basic</u>	EIA	100		
6-Acetylmorphine			LCMSMS	10
Codeine			LCMSMS	100
Dihydrocodeine			LCMSMS	100
Hydrocodone			LCMSMS	100
Hydromorphone			LCMSMS	100
Morphine			LCMSMS	100
Norhydrocodone			LCMSMS	100
<u>Oxycodone/Oxymorphone</u>	EIA	100		
Noroxycodone			LCMSMS	100
Oxycodone			LCMSMS	100
Oxymorphone			LCMSMS	100
<u>Opiates - Narcotics</u>				
Butorphanol	LCMSMS	50	LCMSMS	50
Dextromethorphan	LCMSMS	100	LCMSMS	100
Fentanyl	LCMSMS	0.75	LCMSMS	0.5
Ketamine	LCMSMS	50	LCMSMS	50
Meperidine	LCMSMS	100	LCMSMS	100
Meprobamate	LCMSMS	100	LCMSMS	100
Nalbuphine	LCMSMS	100	LCMSMS	100
Naltrexone	LCMSMS	50	LCMSMS	50
O-Desmethyl Tramadol	LCMSMS	50	LCMSMS	50
Tramadol	LCMSMS	50	LCMSMS	50
<u>Phencyclidine (PCP)</u>	EIA	25		
Phencyclidine (PCP)			GCMS	25
<u>Sedative Hypnotics</u>				
Zolpidem	EIA	10	LCMSMS	10
Zolpidem Metabolite			LCMSMS	10

* Chiral Reflex occurs automatically if Methamphetamine confirmation is Positive

** Glucose Reflex occurs automatically if Ethanol confirmation is Positive

*** 550303 is a CMS code (Centers for Medicare and Medicaid Services) used for medical billing. This code can be used for reference in billing or test information for this test only.

Exhibit A, Attachment III

The substances listed below constitute the drug panel designated by the Board of Pharmacy for the 12-panel hair analysis.

12 Panel Hair Drug Test	
Amphetamines	
amphetamine, MDA, MDEA, MDMA, methamphetamine	
Cannabinoids	
carboxy-THC	
Cocaine	
benzoylecgonine, cocaethylene, cocaine, norcocaine	
Opiates	
6-MAM, codeine, hydrocodone, hydromorphone, morphine,	
oxymorphone, oxycodone	
Phencyclidine	
phencyclidine (PCP)	
Benzodiazepines	
alprazolam, diazepam, midazolam, nordiazepam, oxazepam,	
temazepam	
Barbiturates	
amobarbital, butalbital, pentobarbital, phenobarbital,	
secobarbital	
Methadone	
EDDP, methadone	
Propoxyphene	
propoxyphene, norpropoxyphene	
Oxycodone	
oxycodone, oxymorphone	
Meperidine	
normeperidine	
Tramadol	
tramadol	

Exhibit A, Attachment IV
Adult PEth Testing, Blood Collection

Dried blood spot collection is the BOP's choice to test for phosphatidylethanol (PEth). PEth as understood by the BOP is an abnormal phospholipid formed in red blood cells following alcohol exposure. PEth in blood exists as a component of the red cell membrane. PEth is a mid-to-long term alcohol biomarker, and a positive result (measuring phosphatidylethanol species 16:0/18:1) is an indication of alcohol exposure during the up to approximately 2-4 weeks prior to specimen collection.

The Contractor shall supply collection supplies including:

- (two) 2 lancets,
- (two) 2 non-ethanol based alcohol pads,
- gauze,
- a collection card,
- dried blood spot drying box,
- the requisition form for the collection - which includes all necessary protocol to maintain a proper chain-of-custody.

The collection is performed by the test participant and shall be observed and collected by any trained Contractor testing member.

Exhibit A, Attachment V
Video Monitored Oral Fluid Collection

It is the intention of the BOP to utilize Video Monitoring Services to allow test participants to complete required testing from their homes. Video-Monitored Oral Fluid Collection Services shall include the following:

- The test participant shall be connected with a trained Monitor for the duration of the collection.
- The Monitor shall verify the test participant's identity by reviewing an acceptable form of photo identification.
- The Monitor shall guide the test participant through each step of the collection process.
- The Monitor shall observe the entire collection via live video to ensure proper procedures are followed.
- The test participant shall complete all chain-of-custody documentation under the Monitor's direction.

The test participant shall have the ability to schedule their collection date and time through an online scheduling system.

The Monitor shall report any irregularities or deviations from protocol to the Contractor Technical Coordinator, who will in turn notify the assigned Case Manager.

EXHIBIT B

BUDGET DETAIL AND PAYMENT PROVISIONS

I. INVOICING AND PAYMENT:

For services satisfactorily rendered and upon receipt and approval of the invoices, the State agrees to compensate the Contractor for actual expenditures incurred in accordance with the rates specified herein, which is attached hereto and made a part of this Agreement.

Itemized invoices shall include the Agreement Number and be submitted not more frequently than monthly in arrears to APIInvoices@dca.ca.gov or mail to:

**Department of Consumer Affairs
Accounts Payable
Agreement Number: «Contract_ID»
P.O. Box 980518
West Sacramento, CA 95798-0518**

II. BUDGET CONTINGENCY CLAUSE:

It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to the Contractor or to furnish any other considerations under this Agreement and the Contractor shall not be obligated to perform any provisions of the Agreement.

If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either; cancel this Agreement with no liability occurring to the State or offer an Agreement Amendment to the Contractor to reflect the reduced amount.

III. PROMPT PAYMENT CLAUSE:

Payment shall be made in accordance with and within the time specified in Government Code, Chapter 4.5 (commencing with Section 927).

IV. TAXES:

The state of California is exempt from Federal Excise Taxes, and no payment will be made for any taxes levied on employees' wages. The State will pay for any applicable State of California or local sales or use taxes on the services rendered or equipment or parts supplied pursuant to this agreement. California may pay any applicable sales or use tax imposed by another state.

EXHIBIT B.1

COST SHEET

Please note that the winning Bidder's Cost Sheet may be included here in the final contract.

EXHIBIT C

GENERAL TERMS AND CONDITIONS

PLEASE NOTE: This page **shall not** be included with the final agreement. The General Terms and Conditions shall be included in the agreement by reference to Internet website: <https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/Standard-Contract-Language?search=GENERAL%20TERMS%20CONDITIONS>

EXHIBIT D

SPECIAL TERMS AND CONDITIONS

I. LIABILITY FOR NONCONFORMING WORK:

The Contractor will be fully responsible for ensuring that the completed work conforms to the agreed upon terms. If nonconformity is discovered prior to the Contractor's deadline, the Contractor will be given a reasonable opportunity to cure the nonconformity. If the nonconformity is discovered after the deadline for the completion of project, the State, in its sole discretion, may use any reasonable means to cure the nonconformity. The Contractor shall be responsible for reimbursing the State for any additional expenses incurred to cure such defects.

II. SETTLEMENT OF DISPUTES:

In the event of a dispute, Contractor shall file a "Notice of Dispute" with Department of Consumer Affairs, Director or his/her designee within ten (10) days of discovery of the problem. Within ten (10) days, the Director or his/her designee shall meet with the Contractor and Project Manager for purposes of resolving the dispute. The decision of the Director or his/her designee shall be final.

In the event of a dispute, the language contained within this agreement shall prevail over any other language including that of the bid proposal.

III. AGENCY LIABILITY:

The Contractor warrants by execution of this Agreement, that no person or selling agency has been employed or retained to solicit or secure this Agreement upon agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the Contractor for the purpose of securing business. For breach or violation of this warranty, the State shall, in addition to other remedies provided by law, have the right to annul this Agreement without liability, paying only for the value of the work actually performed, or otherwise recover the full amount of such commission, percentage, brokerage, or contingent fee.

IV. IMPRACTICABILITY OF PERFORMANCE:

This Contract may be suspended or cancelled, without notice at the option of the Contractor, if the Contractor's or State's premises or equipment is destroyed by fire or other catastrophe, or so substantially damaged that it is impractical to continue service, or in the event the Contractor is unable to render service as a result of any action by any governmental authority.

V. LICENSES AND PERMITS:

The Contractor shall be an individual or firm licensed to do business in California and shall obtain at his/her expense all license(s) and permit(s) required by law for accomplishing any work required in connection with this Agreement.

In the event the Contractor fails to keep in effect at all times all required license(s) and permit (s), the State may, in addition to other remedies it may have, terminate this Contract upon occurrence of such event.

VI. HEALTH AND SAFETY:

Contractors are required to, at their own expense, comply with all applicable health and safety laws and regulations. Upon notice, contractors are also required to comply with the state agency's specific health and safety requirements and policies. Contractors agree to include in any subcontract related to performance of this Agreement, a requirement that the subcontractor comply with all applicable health and safety laws and regulations, and upon notice, the state agency's specific health and safety requirements and policies.

VII. AMENDMENTS:

DCA reserves the right to amend this Agreement allowable by State Contracting Manual, Volume 1, Chapter 5, section 5.81. An amendment is of no force or effect until signed by both parties and, if required, approved by the Department of General Services.

EXHIBIT E

ADDITIONAL TERMS AND CONDITIONS

I. RIGHT TO TERMINATE:

The State reserves the right to terminate this agreement subject to 30 days written notice to the Contractor. The Contractor may submit a written request to terminate this agreement only if the State should substantially fail to perform its responsibilities as provided herein. However, the agreement can be immediately terminated for cause. The term "for cause" shall mean that the Contractor fails to meet the terms, conditions, and/or responsibilities of the agreement. In this instance, the agreement termination shall be effective as of the date indicated on the State's notification to the Contractor.

II. LIABILITY FOR LOSS AND DAMAGES:

Any damages by the Contractor to the State's facility including equipment, furniture, materials or other State property will be repaired or replaced by the Contractor to the satisfaction of the State at no cost to the State. The State may, at its option, repair any such damage and deduct the cost thereof from any sum due Contractor under this Agreement.

III. CONFIDENTIALITY OF DATA:

No reports, information, inventions, improvements, discoveries, or data obtained, repaired, assembled, or developed by the Contractor pursuant to this Agreement shall be released, published, or made available to any person (except to the State) without prior written approval from the State. The contractor by acceptance of this Agreement is subject to all of the requirements of California Civil Code Sections 1798, et seq., regarding the collections, maintenance, and disclosure of personal and confidential information about individuals.

IV. POTENTIAL SUBCONTRACTORS:

Nothing contained in this Agreement or otherwise shall create any contractual relation between the State and any subcontractors, and no subcontract shall relieve the Contractor of its responsibilities and obligations hereunder. The Contractor agrees to be as fully responsible to the State for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by the Contractor. The Contractor's obligation to pay its subcontractors is an independent obligation from the State's obligation to make payments to the Contractor. As a result, the State shall have no obligation to pay or to enforce the payment of any moneys to any subcontractor.

V. GOODS AND SERVICES:

The State reserves the rights to inspect, reject, and/or accept all goods and services provided within this agreement.

VI. STAFF EXPENSES:

The Contractor represents that it has or shall secure at its own expense, all staff required to perform the services described in this Agreement. Such personnel shall not be employees of or have contractual relationships with any government entity.

VII. DISABLED VETERAN BUSINESS ENTERPRISE (DVBE):

The State has determined that the DVBE participation goals for this Agreement are exempt. However, the Contractor may use DVBE's and report the participation to the State.

VIII. OWNERSHIP OF RECORDS, DOCUMENTS, AND WORKING PAPERS:

Any and all records, reports, papers, questionnaires, tabulations, or other documents pertaining to this Agreement shall remain in the property of the State.

IX. EXECUTIVE ORDER N-6-22 – RUSSIA SANCTIONS:

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law. By submitting a bid or proposal, Contractor represents that it is not a target of Economic Sanctions. Should the State determine Contractor is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, which shall be grounds for rejection of the Contractor's bid/proposal any time prior to contract execution, or, if determined after contract execution, shall be grounds for termination by the State.