

27118

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
County of Cook and State of Illinois

PRE-EMPLOYMENT DRUG TESTING AND POST EMPLOYMENT FITNESS FOR DUTY SERVICES
HUMAN RESOURCES DEPARTMENT
DISTRICT

THE CHANCELLOR

REPORTS

that is it necessary to provide pre-employment drug testing and post employment fitness for duty services for District Human Resources and Staff Development; and

that upon request, these services will include: A 5-panel pre-employment drug screen; Medical review of positive drug screen; Review Officer; Fitness for Duty Breath Alcohol Testing; Physical examinations by a licensed physician; Physician testifying on behalf of the District at Legal proceedings, and Hepatitis B vaccinations; and

that the turnaround time from specimen collection is approximately 24 hours; and

that a Request for Proposal for pre-employment drug testing and post employment fitness for duty services was publicly advertised Wednesday, October 19, 2005, and a pre-proposal conference was conducted on November 1, 2005; and

that two (2) firms responded to the RFP on November 7, 2005: HireRight, Inc. and Mercy Works Occupational Health Network, and the submitted proposals were reviewed, evaluated and ranked by District and Harold Washington Human Resources Staff in accordance with evaluation criteria outlined in the RFP, which included: Qualifications and Experiences, Medical Review Qualifications, Accessibility of Proposer's Sites, Past Experiences, Proposed Methodology, Fees, and Compliance with District M/WBE requirements; and

that based on the evaluation scoring, staff recommends acceptance of the highest ranked proposal from MercyWorks Occupational Health Network, to provide pre-employment drug testing and post employment fitness for duty services, for fees of \$24.00 per 5-panel drug Screen, \$27.50 per Breath Alcohol Test; \$27.50 for Confirmation of Alcohol test; \$15.00 per case, for Medical Review of positive drug Screens; \$350.00 per hour, for Physician Testifying on behalf of City Colleges of Chicago; \$47.50 per client for examination by a licensed Physical, and \$150.00 per client for Hepatitis B Vaccinations; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced drug testing and fitness opportunity, and since the bid submission of Mercy Works Occupational Health Network provided indirect participation by certified MBE and WBE subcontractors, it is recommended that their request for a waiver from compliance with direct participation be granted.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees authorize the Chairman to enter into an agreement with MercyWorks Occupational Health Network, Chicago, IL for the services as requested in the RFP, upon request, at the fees as stated in the Fee Proposal, at an amount not to exceed \$31,000 annually, for a period of three (3) years with the option to extend for two (2) additional one (1) year periods for pre-employment drug testing and post employment fitness for duty services in accordance with RFP#IW0521 dated October 17, 2005.

FINANCIAL

Not to Exceed \$31,000 Estimated Annual Cost-0025002-00003-80000-00000-0000000-53000

Respectfully submitted,

Wayne D. Watson
Chancellor