

**Department of Purchasing and Contracting
Contract Renewal Request Form**

User Departments: Human Resources and Merit Services (HRMS)

From: Sophia Thomas

RFP No.: 17-500452

Title: Pre-Employment Drug and Alcohol Testing Services

Effective Date: November 10, 2020

Expiration Date: November 30, 2021

Contract APPROVED Amount: \$1,137,800.00

Number of Renewals to Date: 3

Amount Released: \$836,811.00

Contractor(s)	Contract No.	Agrees to Extend
Caduceus USA	1082514	

User Department Recommendation:

Renew

Bid

Funding for Renewal Term: \$284,450.00

(Unused funds do not roll over to the next term. Provide the amount of funding necessary for the renewal term.)

Funding: General Enterprise 3 Digit Fund Code 100

CIP Line Item No. (if applicable): _____ Award Amount(s): _____

Vendor 1: Caduceus

Vendor 2: _____

Name/Amount

Name/Amount

Vendor 3: _____

Vendor 4: _____

Name/Amount

Name/Amount **Justification:**

Benita C. Ransom

September 23, 2021

Department Director Signature

Date

For Use by Purchasing and Contracting:

Approve

Deny

Additional Comments:

Purchasing and Contracting Signature

Date