



Legislation Details (With Text)

**File #:** 2023-1082    **Version:** 2    **Name:**  
**Type:** Resolution    **Status:** Preliminary Item  
**File created:** 8/24/2023    **In control:** ERPS-Employee Relations & Public Safety Committee  
**On agenda:** 9/19/2023    **Final action:**

**Title:** Commission District(s): All  
CO - Change Order No. 3 to Contract No. 1082514 Pre-Employment Drug and Alcohol Testing Services (Annual Contract with 4 Options to Renew): for use by the Department of Human Resources and Merit System (HRMS). This contract consists of providing post-offer pre-employment and fitness for duty physicals to candidates for employment and/or employees. This request seeks to increase the contract funds and term through December 31, 2023. Awarded to Caduceus USA Medical Services, LLC. Amount Not To Exceed: \$71,112.51.

**Indexes:**

**Attachments:** 1. Agenda Notes, 2. Change Order Request Form

Date	Ver.	Action By	Action	Result
9/26/2023	2	Board of Commissioners	approved	Pass
9/19/2023	2	ERPS-Employee Relations & Public Safety Committee	recommended for approval.	Pass
9/19/2023	2	Committee of the Whole	Accepted to the BOC agenda and assigned	

**Purchasing Type:** Change Order (CO)

**Public Hearing:** YES  NO     **Department:** Purchasing & Contracting

**AGENDA ITEM:**

**Commission District(s): All**

CO - Change Order No. 3 to Contract No. 1082514 Pre-Employment Drug and Alcohol Testing Services (Annual Contract with 4 Options to Renew): for use by the Department of Human Resources and Merit System (HRMS). This contract consists of providing post-offer pre-employment and fitness for duty physicals to candidates for employment and/or employees. This request seeks to increase the contract funds and term through December 31, 2023. Awarded to Caduceus USA Medical Services, LLC. Amount Not To Exceed: \$71,112.51.

**Information Contact:** Michelle Butler, Procurement Manager

**Phone Number:** (404) 687-3581

**PURPOSE:**

Awarded by the BOC on October 10, 2017, for an amount not to exceed \$284,450.00. On September 11, 2018, the BOC approved the 1st renewal option for an amount not to exceed \$284,450.00. On October 22, 2019, the BOC approved the 2nd renewal option for an amount not to exceed \$284,450.00. On October 27, 2020, the BOC approved the 3rd renewal option for an amount not to exceed \$284,450.00. On November 9, 2021, the BOC approved the 4th renewal option for an amount not to exceed \$284,450.00. On October 25, 2022, the

BOC approved Change Order No. 1 to increase the contract amount by \$142,225.02 and to extend the term through April 30, 2023. On May 23, 2023, the BOC approved Change Order No. 2 to ratify a previously provided forty-five (45) day increase to the contract term, to increase the contract amount by \$118,521.00, and to extend the term through September 30, 2023. This contract consists of providing post-offer/pre-employment and fitness for duty physicals to candidates for employment and/or employees, CDL examinations, and substance abuse testing (including random, reasonable suspicion and post-accident screenings). This request seeks to increase the contract funds and term through December 31, 2023. The procurement process for a new award is currently in progress.

**RECOMMENDATION:**

Recommend approval of Change Order No. 3 with:

Caduceus USA Medical Services, LLC, 535 N. Central Ave., Suite 100, Hapeville, GA, 30354

Amount Not To Exceed: \$71,112.51

and authorize the Chief Executive Officer to execute the change order and all associated documents.

**ADDITIONAL INFORMATION:**

- 1. Contract Effective Date: October 10, 2017
- 2. Contract Expiration Date: September 30, 2023
- 3. Amount Spent To Date:
  - \$1,335,931.00- Total Spent
  - \$217,217.00 - Initial Term
  - \$327,361.00 - 1st Renewal
  - \$199,265.00 - 2nd Renewal
  - \$89,161.00 - 3rd Renewal
  - \$264,665.00 - 4th Renewal
  - \$116,050.00 - Change Order No. 1
  - \$122,212.00 - Change Order No. 2
- 4. Funding: General - Operating (HRMS)