



**COMMISSIONERS COURT  
COMMUNICATION**

COURT ORDER NUMBER 145346

PAGE 1 OF 8

DATE: 6/3/2025

**SUBJECT: RFP NO. F2025109 - ANNUAL CONTRACT FOR EMPLOYEE DRUG AND ALCOHOL TESTING - COUNTYWIDE - VARIOUS VENDORS - PER CONTRACT TERMS**

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court award RFP No. F2025109, Annual Contract for Employee Drug and Alcohol Testing, Countywide, to the following vendors at the per contract terms:

Primary        RN Expertise, Inc.  
Secondary     DSI Medical Services, Inc.

**BACKGROUND**

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Eight hundred eight (808) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. A pre-proposal conference held on March 25, 2025 was attended by one (1) vendor as well as representatives from Budget and Risk Management, Human Resources, and Purchasing. Four (4) proposals and three (3) no-bids were received.

Proposals were evaluated by Budget and Risk Management, Human Resources, and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

TCF Lab Service LLC was deemed non-responsive for failure to provide all submittal requirements necessary for evaluation, including vendor qualifications and experience, responsiveness to the RFP requirements and specifications, and proposed approach and management.

A Best and Final Offer was then requested from the two (2) highest scoring vendors which resulted in a price reduction of \$1,275.00.

The proposals received from the above-listed vendors meet all specifications and are acceptable to Budget and Risk Management and Human Resources.

The term of the contract is twelve (12) months, effective June 24, 2025, with two (2) options for renewal periods of twelve (12) months each.

SUBMITTED BY	Purchasing	PREPARED BY:	Wanyu Chen
		APPROVED BY:	Christopher Lax, CPSM, CPSD, CPCP



# COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER: 145346 DATE: 6/3/2025 PAGE 2 OF 8

The purpose of this contract is to screen employees for pre-employment, random, post-accident, and reasonable suspicion testing, helping to identify and address substance use issues. This program helps mitigate risks, enhances overall workplace safety, and upholds regulatory and organizational standards.

Therefore, it is the joint recommendation of Budget and Risk Management, Human Resources, and Purchasing that RFP No. F2025109, Annual Contract for Employee Drug and Alcohol Testing, be awarded to the vendors listed above at the per contract terms.

## **FISCAL IMPACT**

Annual expenses are estimated to be approximately \$54,000.00. Services are provided on an as-needed basis. Funding is available in the following accounts:

61900-2025 Self Insurance - Workers' Compensation/1911000000 Workers' Compensation/575641 Employee Physicals

26100-2025 Road and Bridge/6880100000 R&B Non-Departmental/569011 Professional Services

10000-2025 General Fund/1140100000 Non-Departmental/569011 Professional Services

10000-2025 General Fund/2110110000 Sheriff's Office Employee Resource/569011 Professional Services

C0010-2025 CJAD-Basic Supervision (BS)/2510500000 CSCD/GCJAD-2004/575641 Employee Physicals

RFP No. F2025109 Annual Contract for Employee Drug and Alcohol Testing

Best and Final Offer Scores

		<b>Primary</b>	<i>Secondary</i>
		<b>RN Expertise, Inc. Sanford, FL HUB - No CO-OP - Yes</b>	<i>DSI Medical Services, Inc. Horsham, PA HUB - No CO-OP - Yes</i>
Evaluation Criteria	Max Points	Score	Score
Qualifications and Experience	200	<b>152.67</b>	<i>154.67</i>
Response to Requirements	200	<b>133.00</b>	<i>144.67</i>
Approach and Management	150	<b>103.33</b>	<i>113.00</i>
References	100	<b>100.00</b>	<i>53.33</i>
Price	350	<b>350.00</b>	<i>322.58</i>
<b>Total Score</b>	1000	<b>839.00</b>	<i>788.24</i>

Note: No-bids received from Medco Supply Company dba Performance Health Supply LLC, Reliable Dental Supply & Service Company LLC, and Texas Pipeline Services, LLC  
 TCF Lab Service LLC was deemed non-responsive for failure to provide all submittal requirements necessary for evaluation, including vendor qualifications and experience, responsiveness to the RFP requirements and specifications, and proposed approach and management.

RFP No. F2025109 Annual Contract for Employee Drug and Alcohol Testing

Initial Scores

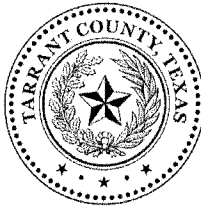
		RN Expertise, Inc. Sanford, FL HUB - No	DSI Medical Services, Inc. Horsham, PA HUB - No	Filos Health Laboratory, Inc. Richardson, TX HUB - No
Evaluation Criteria	Max Points	Score	Score	Score
Qualifications and Experience	200	152.67	154.67	129.33
Response to Requirements	200	133.00	144.67	121.67
Approach and Management	150	103.33	113.00	105.00
References	100	100.00	53.33	98.33
Price	350	350.00	317.33	154.20
<b>Total Score</b>	<b>1000</b>	<b>839.00</b>	<b>782.99</b>	<b>608.53</b>

Note: No-bids received from Medco Supply Company dba Performance Health Supply LLC, Reliable Dental Supply & Service Company LLC, and Texas Pipeline Services, LLC  
 TCF Lab Service LLC was deemed non-responsive for failure to provide all submittal requirements necessary for evaluation, including vendor qualifications and experience, responsiveness to the RFP requirements and specifications, and proposed approach and management.

# RFP No. F2025109 Annual Contract for Employee Drug and Alcohol Testing

## Rate Sheet

Description	UOM	RN Expertise, Inc. Unit	DSI Medical Services, Inc. Unit
Budget and Risk Management (Countywide)			
Rapid Urine Drug Testing Collection and Laboratory Services (Clinic)	Per Test	\$35.00	\$45.00
Urine Drug Testing Collection and Laboratory Services (On-Site)	Per Test	\$45.33	\$42.00
Urine Drug Testing Collection and Laboratory Services (Clinic)	Per Test	\$36.33	\$42.00
Alcohol Testing – Breath and/or Saliva Testing and Confirmation (On-Site)	Per Test	\$35.33	\$45.00
Alcohol Testing – Breath and/or Saliva Testing and Confirmation (Clinic)	Per Test	\$40.33	\$45.00
Medical Examinations: DOT Physicals	Per Exam	\$86.00	\$99.00
Medical Examinations: Non-DOT Physicals	Per Exam	\$86.00	\$99.00
Medical Review Officer Services	Per Test	\$0.00	\$3.00
Online Supervisor Training	Per Student	\$49.00	\$46.66
CSCD			
Urine Drug Testing Collection and Laboratory Services (Clinic)	Per Test	\$36.33	\$42.00
Medical Review Officer Services	Per Test	\$0.00	\$3.00
Sheriff's Office			
10-Panel Non-DOT Urine Drug Testing Collection and Laboratory Services (On-Site)	Per Test	\$45.33	\$45.00
10-Panel Non-DOT Urine Drug Testing Collection and Laboratory Services (Clinic)	Per Test	\$36.33	\$45.00
Alcohol Testing – Breath and/or Saliva Testing and Confirmation (On-Site)	Per Test	\$35.33	\$45.00
Alcohol Testing – Breath and/or Saliva Testing and Confirmation (Clinic)	Per Test	\$40.33	\$45.00
Non-DOT Sheriff's Random Drug Pool Data Management/Administration Services/Reporting	Per Month	\$0.00	\$0.00
Medical Review Officer Services	Per Test	\$0.00	\$3.00
Online Supervisor Training	Per Student	\$49.00	\$49.00
Expert Witness Testimony	Per Hour	\$75.00	\$0.00



**MEMORANDUM**

**TO:** Wanyu Chen, Senior Buyer

**DATE:** April 30, 2025

**FROM:** Xaymara Martínez, Human Resources Coordinator

**SUBJECT:** **Request to Award Drug and Alcohol Testing Contract  
for RFP F2025-109**

It is the recommendation of the Human Resources Department that the Primary award to RFP No.2025-109 go to **RN Expertise, Inc.** The Secondary award should go to **DSI Medical Services, Inc.**

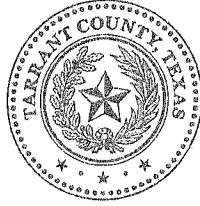
A proposal evaluation committee (consisting of Rochelle Neal, Civil Service Coordinator, Elliot Lester, Risk Analyst/DER and myself) reviewed the proposals using the established evaluation criteria described in the RFP.

Thank you for your assistance in this process.

*Roxie Held*  
\_\_\_\_\_  
Roxie Held (Apr 29, 2025 18:02 CDT)  
\_\_\_\_\_  
Roxie Held, Human Resources Director

04/29/2025

\_\_\_\_\_  
Date



**TARRANT COUNTY**  
**BUDGET AND RISK MANAGEMENT**

HELEN H. GIESE  
DIRECTOR

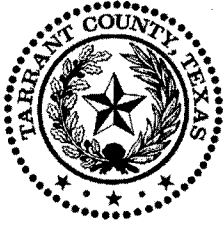
May 12, 2025

Re: RFP F2025-109 Drug and Alcohol Testing Contract

It is the recommendation of the Budget and Risk Management Department that the primary award to RFP No.2025-109 be **RN Expertise, Inc.** The secondary be award to **DSI Medical Services, Inc.**

Sincerely,

Travis Yarbrough  
Assistant Director of Risk Management



## TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFP No. F2025109 - Annual Contract for Employee Drug and Alcohol Testing - Countywide - Various Vendors - Per Contract Terms

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: SHORT TIA or FULL TIA. Circle one after answering the questions in Sections II and III below.

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### I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution, or order.

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**Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.**

### II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation, or dedication of real property?

Yes \_\_\_\_\_ No √

2. Does the county action limit or restrict a real property right, even partially, or temporarily?

Yes \_\_\_\_\_ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

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