ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
2100 CLARENDON BOULEVARD, SUITE 500
ARLINGTON, VIRGINIA 22201

NOTICE OF AWARD OF CONTRACT

TO:
REDWOOD TOXICOLOGY LABORATORY, INC.
3650 WESTWIND BOULEVARD
SANTA ROSA, CA 95403

DATE ISSUED: JANUARY 27, 2012
CURRENT CONTRACT NO: 612-12

CONTRACT TITLE: DRUG AND ALCOHOL SCREENING
PRIOR CONTRACT NO: 8-11

THIS IS A NOTICE OF AWARD OF CONTRACT AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.

Your firm is awarded the above referenced contract in accordance with the response submitted by you on DECEMBER 15, 2011. The contract term covered by this Notice of Award is effective FEBRUARY 1, 2012 and expires on JANUARY 31, 2013.

This is the FIRST year award notice of a possible FIVE year contract.

The contract documents consist of the terms, conditions, and specifications of Invitation to Bid No. 612-12 and the bid of the Contractor, incorporated herein by reference.

CONTRACT Pricing:
1) REFER TO BID FORM ATTACHED
2) PRICE ADJUSTMENTS FOR EXTENSION OPTIONS BASED ON CPI-U SEPTEMBER

ATTACHMENTS:
BID FORM
SPECIFICATIONS EXCERPT

EMPLOYEES NOT TO BENEFIT:
NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.

VENDOR CONTACT: SONJA MCINTOSH / STACI HART
TELEPHONE NO.: 800-255-2159

VENDOR PAYMENT TERMS: NET 30 DAYS

COUNTY CONTACT: JOE BULLOCK
TELEPHONE NO.: 703-228-4974

CONTRACT AUTHORIZATION

Delphine Lambert
Buyer

DISTRIBUTION

VENDOR: 1
BID FOLDER: 2
ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
INVITATION TO BID NO. 612-12

BID FORM

SUBMIT TWO (2) FULLY-COMPLETED AND SIGNED BID FORMS TO THE OFFICE OF THE BID CLERK, SUITE 511, 2100 CLARENDON BLVD., ARLINGTON, VIRGINIA, 22201 (ONE FORM SHALL CONTAIN AN ORIGINAL LONGHAND SIGNATURE; THE OTHER SHALL BE A PHOTOCOPY OF THE SIGNED ORIGINAL)

BIDS WILL BE OPENED AT 3:00 P.M., ON DECEMBER 15, 2011

FOR PROVIDING DRUG AND ALCOHOL SCREENING PER THE TERMS, CONDITIONS AND SPECIFICATIONS OF THIS SOLICITATION:

1. COMPLETE ENTRIES BELOW. ALL UNIT PRICES BELOW SHALL INCLUDE ALL COSTS ASSOCIATED WITH THE TEST.

2. CONTRACTORS SHALL SUBMIT DOCUMENTS LISTED UNDER THE "BID SUBMISSION REQUIREMENTS" PARAGRAPH (PAGES 8 AND 9).

<table>
<thead>
<tr>
<th>TEST CATEGORY</th>
<th>TEST COST/SCREENING</th>
<th>TEST COST/CONFIRMATION</th>
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<tbody>
<tr>
<td>DRUG SCREEN A</td>
<td>$ 3.95 per specimen</td>
<td>$ 10.80 per drug</td>
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<tr>
<td>DRUG SCREEN B</td>
<td>$ 4.20 per specimen</td>
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<td>DRUG SCREEN C</td>
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<td>DRUG SCREEN D</td>
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<td>DRUG SCREEN E</td>
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<tr>
<td>DRUG SCREEN F - GC/MS TEST</td>
<td>$ 10.80 per drug</td>
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* EtG Screen - LC/MS/MS Confirmation

* In addition to Alcohol (Ethanol) testing, RTL offers EtG testing, EtG is a direct metabolite of ethanol in human urine and can be detected up to 80 hours after ingestion. EtG is screen and confirmed by LC/MS/MS.

The undersigned understands and acknowledges the following:

The official, true, and complete copy of the solicitation documents, WHICH SHALL INCLUDE ALL AMENDMENTS THERETO, is the hard copy of the documents available from the Office of the Purchasing Agent.

An electronic copy of the solicitation documents provided at the County Purchasing Agent's website (http://www.arlingtonva.us/purchasing) is subject to an important disclaimer which must be acknowledged online before the documents can be downloaded.

Each bidder is responsible for determining the accuracy and completeness of ALL solicitation documents they receive, including documents obtained from the County by either of the methods described above, and documents obtained from all other sources.

BIDDER NAME: Redwood Toxicology Laboratory, Inc.
TRADE SECRETS OR PROPRIETARY INFORMATION:
Trade secrets or proprietary information submitted by an bidder in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act. However, Section 4-111 of the Arlington County Purchasing Resolution states that the bidder must invoke the protection of this section prior to or upon submission of the data or other materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary.

Please mark one:

☑ No, the bid I have submitted does not contain any trade secrets and/or proprietary information.

( ) Yes, the bid I have submitted does contain trade secrets and/or proprietary information.

If Yes, you must clearly identify below the exact data or other materials to be protected and list all applicable page numbers of the bid containing such data or materials:

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

State the specific reason(s) why protection is necessary:

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

If you fail to identify the data or other materials to be protected and state the reasons why protection is necessary in the space provided above, you will not have invoked the protection of Section 4-111 of the Purchasing Resolution. Accordingly, effective upon the award of contract, the bid will be open for public inspection consistent with applicable law.

CERTIFICATION OF NON-COLLUSION: The undersigned certifies that this bid is not the result of, or affected by, any act of collusion with another person (as defined in the Code of Virginia § 59.1-68.6 et seq.), engaged in the same line of business or commerce; or any act of fraud punishable under the Virginia Governmental Frauds Act (Code of Virginia § 18.2-498.1 et seq.).

BIDDER NAME: Redwood Toxicology Laboratory, Inc.

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612-12
CONTACT PERSON AND MAILING ADDRESS FOR DELIVERY OF NOTICES
Provide the name and address of the person designated by the Bidder to receive notices and other communications (refer to section headed Notices in the Contract Terms and Conditions of this solicitation for further details):

Sonja McIntosh (Contracts) Staci Hart (PO's)
3650 Westwind Boulevard
Santa Rosa, CA 95403

THE PROPER LEGAL NAME OF THE FIRM OR ENTITY SUBMITTING THIS BID MUST BE WRITTEN IN THE SPACE PROVIDED BELOW. THIS BID FORM, AND ALL OTHER DOCUMENTS REQUIRED BY THE INVITATION TO BID TO BE SUBMITTED WITH THIS BID FORM, INCLUDING, BUT NOT LIMITED TO ALL ISSUED AMENDMENTS, MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BELOW BY A PERSON AUTHORIZED TO LEGALLY BIND THE BIDDER, OR THE BID MAY BE REJECTED:

AUTHORIZED SIGNATURE  

PRINT NAME AND TITLE  Barry Chapman, Chief Financial Officer

INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND AUTHORITATIVELY TO ANY QUESTIONS REGARDING THIS BID (I.E. PROJECT MANAGER):

NAME (PRINTED):  Sarah Zimmer  TITLE:  Bid Analyst
E-MAIL ADDRESS:  szimmer@redwoodtoxicology.com  TEL. NO.:  (800) 255-2159 x 4418 (Bids)

(800) 255-2159 x 4342 (Contracts)

BIDDER NAME:  Redwood Toxicology Laboratory, Inc.
| **SUBMITTED BY:** (LEGAL NAME OF ENTITY) | Redwood Toxicology Laboratory, Inc. |
| ADDRESS: | 3650 Westwind Blvd. |
| CITY/STATE/ZIP: | Santa Rosa, CA 95403 |
| TELEPHONE NO: | (800) 255-2159 |
| FACSIMILE NO: | (707) 569-0121 |
| TAX ID NUMBER (EIN/SSN): | 68-0332937 |
| VA. CONTRACTOR LICENSE #: | N/A |

**THIS FIRM IS A:**  
☑ CORPORATION, ☐ GENERAL PARTNERSHIP, ☐ LIMITED PARTNERSHIP,  
☐ UNINCORPORATED ASSOCIATION, ☐ LIMITED LIABILITY COMPANY,  
☐ SOLE PROPRIETORSHIP

**IS FIRM AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VA?** Yes

**IDENTIFICATION NO. ISSUED TO THE FIRM BY THE SCC:** F1726282

**ANY BIDDER EXEMPT FROM SCC AUTHORIZATION REQUIREMENT SHALL INCLUDE A STATEMENT WITH ITS BID WHY THEY ARE NOT REQUIRED TO BE SO AUTHORIZED**

**IS YOUR FIRM OR ANY OF ITS PRINCIPALS CURRENTLY DEBARRED FROM SUBMITTING BIDS TO ARLINGTON COUNTY, VIRGINIA, OR ANY OTHER STATE OR POLITICAL SUBDIVISION?** No

**BIDDER STATUS:** ☑ MINORITY OWNED: ☐ WOMAN OWNED: ☐ NEITHER:
INVITATION TO BID NO. 612-12

Metropolitan Washington Council of Governments (COG)
Rider Clause

PERTAINING TO THE USE OF CONTRACT(S) BY MEMBERS OF THE METROPOLITAN
WASHINGTON COUNCIL OF GOVERNMENTS PURCHASING OFFICERS' COMMITTEE

A. If authorized by the bidder(s), resultant contract(s) will be
   extended to any or all of the listed members as designated by the bidder
   to purchase at contract prices in accordance with contract terms.

B. Any member utilizing such contract(s) will place its own order(s)
   directly with the successful contractor. There shall be no obligation on
   the part of any participating member to utilize the contract(s).

C. A negative reply will not adversely affect consideration of a
   bidder's bid/proposal.

D. It is the awarded vendor's responsibility to notify the members
   shown below of the availability of the Contract(s).

E. Each participating jurisdiction has the option of executing a
   separate contract with the awardee. Contracts entered into with a
   participating jurisdiction may contain general terms and conditions
   unique to that jurisdiction including, by way of illustration and not
   limitation, clauses covering minority participation, non-discrimination,
   indemnification, naming the jurisdiction as an additional insured under
   any required Comprehensive General Liability policies, and venue. If,
   when preparing such a contract, the general terms and conditions of a
   jurisdiction are unacceptable to the awardee, the awardee may withdraw
   its extension of the award to that jurisdiction.

F. The issuing jurisdiction shall not be held liable for any costs
   or damages incurred by another jurisdiction as a result of any award
   extended to that jurisdiction by the awardee.

Continued on next page
**BIDDER'S AUTHORIZATION TO EXTEND CONTRACT:**

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<th>YES/NO</th>
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<td>Maryland-National Capital Park &amp; Planning Comm.</td>
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**BIDDER'S LEGAL NAME:**

Redwood Toxicology Laboratory, Inc.

**DATE OF BID:** 12-15-2011
SPECIFICATIONS EXCERPT

I. BACKGROUND AND OVERVIEW
Arlington County, Department of Human Services ("DHS") is seeking a laboratory to pick up and analyze urine specimens and to conduct urine screening test confirmation (upon request) for Clients of its Substance Abuse Bureau. The urine must be screened for the following:

**TEST A**
Amphetamines, Methamphetamines at 1000 ng/ml
Opiates at 300 ng/ml
Cocaine at 300 ng/ml
PCP at 25 ng/ml
Cannabinoids at 50 ng/ml

**TEST B**
All of the above plus alcohol at 20 mg/dl

**TEST C**
Same as Test A plus
Barbiturates at 300 ng/ml
Benzodiazepines at 300 ng/ml
Methadone at 300 ng/ml

**TEST D**
Same as Test C plus alcohol at 20 ng/dl

**TEST E**
Urine Ethanol only at 20 ng/dl

**TEST F**
GC/MS - confirmation test only

The drug screening test shall be the Enzyme Multiplied Immunoassay Technique (EMIT) test, or thin layer chromatography, or a test of comparable or greater validity. If an alternative test is proposed, data on its validity shall be provided.

It is expected that up to 300 urine drug tests would be required each month of the contract term, 98% of which will be EMIT and the balance of the tests making up the remaining 2%.

The Contractor shall provide services five (5) days per week (Monday - Friday), 9:00 a.m. through 5:00 p.m. (EST).

An adulteration panel will be provided for each profile. The adulteration panel will include Creatinine and pH. If there are abnormalities then the panel will also include a Specific Gravity.

II. COSTS
The Contractor shall not charge for a test not complying with the requirements of this Scope of Services or for incomplete test result.
III. TURN AROUND TIME/CONFIDENTIALITY

A. The Contractor shall pick-up specimens daily at two (2) locations: 1725 North George Mason Drive and 2100 Washington Boulevard (preferably at the end of the day). No pick-up will be required during the weekend. If the vendor is using a courier service, it has to be provided to the County at no cost.

B. The Contractor shall provide the County using agency with test results by fax, email or mail within 2 to 3 business days from the time the specimen is obtained.

C. The test results will be provided in confidence to designated Arlington County staff only. The laboratory shall not communicate directly with the client concerning any of the contract activities without written permission of the County.

IV. SUPPLIES, CONTAINERS AND FORMS

The Contractor shall maintain a satisfactory level of all supplies, bottles, plastic bags, labels reagents, transport supplies, forms and appropriate containers sufficient to meet the program's daily need. All supplies shall be provided to the County at no cost.

V. QUALITY ASSURANCE PROGRAM

A. The Contractor shall provide its Quality Assurance Records to the County upon request of the Project Officer.

B. The Contractor shall provide most recent results of Proficiency Tests in the tests listed above and name the Proficiency Rater within fifteen (15) calendar days of request by the Project Officer.

VI. ACCESS AND RECORDS

A. Arlington County reserves the right to visit the laboratory performing the test upon 24 hours notice.

B. The Contractor shall keep complete and accurate records of tests and services performed covered by this agreement. All such records shall be retained by the Contractor for a period of five (5) years and may be with notice audited by the County at any time during regular working hours.

VII. SUBCONTRACTOR REQUIREMENTS

The Contractor will be held responsible for meeting all requirements imposed by the Contract if subcontractors are used in the performance of tasks.

VIII. CONTRACT ADMINISTRATION

The County and the Contractor shall each assign a staff person to manage and resolve problems during the contract period.

IX. BILLING AND PAYMENT

The Contractor shall issue separate invoices to each appropriate County's agency. Monthly invoice statements are to include:
- Client Identification Number
- Date Test Performed
- Type of Tests Performed
- Total Cost
- Total Due
- Or Equivalent Data

The County will pay the Contractor within thirty (30) days of receipt of correct invoices, as determined by the County Project Officer.