



OFFICE OF STATE COURTS ADMINISTRATOR
P.O. Box 104480
2112 Industrial Drive
Jefferson City, MO 65110-4480

RFP NUMBER: OSCA 23-01792

**TITLE: Drug/Alcohol Testing Equipment,
Monitoring Equipment, & Services**

CONTACT: Russell W. Rottmann

E-MAIL: osca.contracts@courts.mo.gov

PHONE NO.: (573) 522-6766

ISSUE DATE: April 11, 2023

DUE DATE: May 2, 2023

Proposal submission: Proposals may be sent electronically to osca.contracts@courts.mo.gov. If you would like to submit a written proposal, please print or type the RFP number on the lower left hand corner of the envelope.

(U.S. Mail)

Office of State Courts Administrator

Attn: Contract Unit

PO Box 104480

Jefferson City, MO 65110 - 4480

(Courier Service)

Office of State Courts Administrator

Attn: Contract Unit

2112 Industrial Dr.

Jefferson City, MO 65109

CONTRACT PERIOD: DATE OF AWARD THROUGH JUNE 30, 2024

DELIVER SUPPLIES/SERVICES FOB DESTINATION TO THE FOLLOWING ADDRESS:

VARIOUS TREATMENT COURTS THROUGHOUT THE STATE OF MISSOURI

The offeror hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all requirements and specifications contained herein and the Terms and Conditions Request for Proposal (RFP). The offeror further agrees that the language of this RFP shall govern in the event of a conflict with his/her proposal. The offeror further agrees that upon receipt of an authorized purchase order from the Office of State Courts Administrator or when this RFP is countersigned by an authorized official of the Office of State Courts Administrator, a binding contract shall exist between the offeror and the Office of State Courts Administrator.

SIGNATURE REQUIRED

AUTHORIZED SIGNATURE <i>Michael Moore</i>	DATE 05 / 02 / 2023
PRINTED NAME Michael Moore	TITLE Owner and CEO
COMPANY NAME Employee Screening Services of Missouri LLC dba Tomo Drug Testing	
MAILING ADDRESS 2055 S Stewart Ave, Suite A	
CITY, STATE, ZIP Springfield, MO 65804	
TELEPHONE NUMBER. 888-379-7697	E-MAIL ADDRESS mickey@yourdrugtesting.com

NOTICE OF AWARD (OSCA USE ONLY)

ACCEPTED BY OFFICE OF STATE COURTS ADMINISTRATOR AS FOLLOWS: <i>In its entirety as submitted</i>		
CONTRACT NO. OSCA 23-01792-16		CONTRACT PERIOD July 1, 2023 through June 30, 2024
CONTRACTS SECTION <i>Russell W. Rottmann</i>	DATE 06/09/2023	DEPUTY STATE COURTS ADMINISTRATOR <i>R. Morrissey</i>

TOMO DOES NOT OFFER ELECTRONIC MONITORING SERVICES

Electronic Monitoring

Pricing per participant

per day: _____

per week: _____

per month: _____

Is there a minimum number of days? Yes _____ No _____

— If yes, please indicate number of days: _____

Deposit or Start Up fee required? Yes _____ No _____

If yes, what is the cost? _____

Please list system requirements, such as single land phone line, water resistance, range of coverage etc.:

Please list counties for which you will provide this service:

COLLECTOR SERVICES PRICING

The Contractor should quote a price per hour or per test. Only one will be accepted.
The price shall not change during the contract period.

Firm, fixed price for collector services performed: \$_____ per hour, or

\$25.00 per test (maximum)

For the following county and circuit: **Tomo is available and willing to make proposals to every County and Circuit in Missouri.**

County: _____ Circuit: _____

County: _____ Circuit: _____

County: _____ Circuit: _____

County: _____ Circuit: _____

County: _____ Circuit: _____

County: _____ Circuit: _____

PRICING PAGE

The offeror shall provide the firm, fixed pricing information for each product and/or service to be provided in accordance with the provisions and requirements specified herein. All costs associated with providing the products and/or services required herein shall be included in the prices.

PRICE: The offeror shall provide a listing of each product and/or service with a firm, fixed price for each product and/or service.

Effective Date: The effective date for contracts awarded as a result of this RFP shall be from the date of award through June 30, 2024.

More lines/additional pages may be added, as needed.

OFFEROR NAME: Tomo Drug Testing

- The laboratory testing immediately below is offered via Clinical Reference Laboratory. They meet all required certifications and have previously been approved under this contract.
- The below prices are maximum prices. Pricing can vary significantly by as much as 30% based on volume. For more specific pricing please contact the Tomo VP of Client Advocacy.
- The below is not an exhaustive list of all specialty drugs. For more information, please contact the Tomo VP of Client Advocacy.

LABORATORY TESTING – Clinical Reference Lab	FIRM, FIXED PRICE
5 Panel Standard Urine Screen Only	\$5.00
6 Panel Standard Urine Screen Only	\$5.00
9 Panel Standard Urine Screen Only	\$5.00
10 Panel Standard Urine Screen Only	\$5.00
11 Panel Standard Urine Screen Only	\$5.25
12 Panel Standard Urine Screen Only	\$5.50
13 Panel Standard Urine Screen Only	\$5.75
Drugs included in the above testing panels AMP/MAMP/6MAM/COCAINE/OPI/THC/ALCOHOL/MDMA&MDA/PCP/METHAQUALONE/METHADONE/BENZO/BARB/OXY Hydrocodone	
EtG	\$3.50
Buprenorphine	\$1.50
Fentanyl	\$3.50
K2	\$18.00
Bath Salts	\$18.00

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Ambien	\$5.00
Ketamine	\$5.00
Ritalin	\$5.00
Tramadol	\$1.50
Confirmation unless otherwise noted (per drug)	\$11.50
Specimen Validity Panel	Included
LABORATORY– Clinical Reference Lab – Oral Fluid	FIRM, FIXED PRICE
Oral Fluid 5-panel screen	\$9.50
Oral Fluid 6-panel screen	\$9.50
Oral Fluid 9-panel screen	\$9.50
Oral Fluid 11-panel screen	\$9.75
Oral Fluid 13-panel screen	\$10.25
Fentanyl	\$3.75
K2	\$12.50
Bath Salts	\$12.50
EtG	\$3.75
Intercept Device (required to perform lab oral fluid)	\$3.00
Confirmation	\$10.50 per drug
Collection only urine or oral fluid	\$20.00 (Max)

OSCA 23-01792, Drug/Alcohol Testing Equipment, Monitoring Equipment & Services

- The testing devices below are offered through Clinical Reference Laboratory and do not include the collections which is listed as a separate line item.

Cup Devices Clinical Reference Laboratory Pricing Selection			
Cup Devices	Panels Configuration	Product Code	Price
9 Panel Cup	ETG500/THC50/COC300/OPI300/AMP1000/MAMP1000/BUP10/OXY100/OX/SG/pH	HE-CUP-595EA3	\$2.52
13 Panel Cup	AMP1000/BUP10/BZO300/COC300/ETG500/FEN20/MDMA500/MAMP1000/OPI300/MTD300/OXY100/THC50/TRA200/CR/SG/pH	HE- Cup-8135EFTA3	\$3.50
13 Panel Cup	13 Panel T-Cup- AMP1000/BAR300/BUP10/BZO300/COC300/mAMP1000/MDMA500/MTD300/MOP300/OXY100/PCP25/THC50/FTY20	WO-Cup-6135F	\$3.50
14 Panel Cup	14 Panel T-Cup- AMP1000/BUP10/BZO300/COC300/mAMP1000/MDMA500/MTD300/MOP300/OXY100/THC50/TRA200/K2(50)/ETG500/FTY20	WO-Cup-9145EFTK	\$4.06
14 Panel Cup	AMP1000/BUP10/BZO300/COC300/ETG500/FEN20/MDMA500/MAMP1000/OPI300/MTD300/OXY100/THC50/TRA200/K250/CR/SG/pH	HE-Cup-8145EFKTA3A	\$3.78
15 Panel Cup	FEN300/TRA200/ETG300/THC50/COC300/OPI300/AMP1000/MAMP1000/PCP25/BZO300/BAR300/BUP10/OXY100/MDMA500/MTD300	HE-CUP-6155E3FT	\$3.60
16 Panel Cup	AMP500/BAR300/BUP10/BZO300/COC150/ETG300/FEN300/K2(50)/MAMP500/MDMA500/OPI300/MTD300/OXY100/PCP25/TRA20/THC50/(OX/SG/pH/NI/CL/CR)	HE-CupB-6165A6pr	\$3.52
17 Panel Cup – USA MADE	AMP500/BAR300/BUP10/BZO300/COC150/ETG500/FEN50/K2(25)/KRA100/MDMA500/MAMP500/MTD300/OPI300/OXY100/PCP25/TRA100/THC50(CR/SG/pH)	ADV-CUPE-1702	\$5.53
19 Panel Cup	6AM10/AMP500/BAR300/BUP5/BZO200/COC150/ETG300/FEN10/K2(20)/KET1000/KRA100/MAMP500/MDMA500/OPI300/MTD300/OXY100/PCP25/THC20/TRA50(PH+SG+OX)	ECOII-03184	\$3.22
Oral Fluid Devices Clinical Reference Laboratory Pricing Selection			
10 Panel	SalivaConfirm - 10 Panel Oral Fluid Test Device F with Saturation Indicator: AMP50/BAR300/BUP10/BZO50/COC20/MET50/OPI40/OXY50/PCP10/THC12	HE-Oral-17104ipr	\$2.93
12 Panel	SalivaConfirm - 12 Panel Oral Fluid Test Device F with ALC/FEN & Saturation Indicator: ALC.02/AMP50/BAR300/BUP10/BZO50/COC20/FEN10/MET50/MTD75/OPI40/OXY50/THC12	HE-Oral-5124Aipr	\$3.50
14 Panel	SalivaConfirm - 14 Panel Oral Fluid Test Devie F with ALC/FEN/K2 & Saturation Indicator: ALC.02/AMP50/BAR300/BUP10/BZO50/COC20/FEN10/K2(5)/MET50/MTD75/OPI40/OXY50/PCP10/THC12	HE-Oral-5144Ai	\$3.88

OSCA 23-01792, Drug/Alcohol Testing Equipment, Monitoring Equipment & Services

- The testing devices below are offered through Redwood Toxicology Laboratory and do not include the collections which is listed as a separate line item.

INSTANT (ONSITE) TESTING PRODUCT	FIRM, FIXED PRICE (ea)
9-panel Dip	\$2.50
10-panel	\$2.75
11-panel	\$3.50
12-panel	\$4.00
10-panel iCup without Adulteration	\$3.50
11-panel iCup without Adulteration	\$4.00
13-panel iCup without Adulteration	\$5.50
4-panel iCup with Adulteration	\$2.50
5-panel iCup with Adulteration	\$2.50
6-panel iCup with Adulteration	\$2.75
8-panel iCup with Adulteration	\$3.25
9-panel iCup with Adulteration	\$4.40
10-panel iCup with Adulteration	\$3.75
12-panel iCup with Adulteration	\$4.25
14-panel iCup AD with Adulteration	\$4.00
TCUP 9-panel	\$5.00
TCUP 12-panel	\$5.75
TCUP 13-panel	\$7.00
TCUP 14-panel	\$7.50
TCUP Compact 12-panel	\$4.50
TCUP Compact 16-panel	\$5.75
Collection Only	\$25.00 (maximum)

- These same tests can be purchased directly from Redwood or Tomo can facilitate that purchase.

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- For multi-panel test strips, the variation of individual panels can differ among devices. A Tomo Account Executive or Account Manager can discuss specific panel options available.
- There are also options for the treatment court to choose other multi-panel tests where the standard drugs are a choice configuration but these prices are not contained here. This type of choice configuration cannot be priced as the selection of individual panels affects overall pricing. For these, contact with a Tomo Account Executive or Account Manager is necessary.
- Please note, the *Collection Only* pricing is a maximum amount. Lower pricing is more often available and based on the geography of the court program(s), volume of testing and hours of desired operation.
- Flat monthly pricing for collections is also available which can often be lower than per sample pricing and allow program growth without increased costs in collections up to maximums.
- The laboratory pricing **below** if offered by Redwood Laboratory. They meet all required certifications and have previously been approved under this contract.

LABORATORY TESTING – Redwood Toxicology Urine	FIRM, FIXED PRICE
5 Panel (E30) Urine Screen Only	\$5.25
6 Panel Standard Urine Screen Only	\$6.02
7 Panel Standard Urine Screen Only	\$6.11
8 Panel Standard Urine Screen Only	\$6.19
9 Panel Standard Urine Screen Only	\$6.28
10 Panel Standard Urine Screen Only	\$6.36
11 Panel Standard Urine Screen Only	\$6.45
12 Panel (B81) w/ EtG & Fentanyl Urine Screen Only	\$8.19
14-panel (B03) Urine Screen Only	\$9.75
13-panel (M29) Urine Screen Only	\$10.00
Designer Stimulants Expanded Panel	\$30.00
Synthetic Marijuana K2/Spice Premium Panel	\$35.00
Fentanyl Premium Panel	\$40.00
Buprenorphine (Add-on / Screen only)	\$2.00 / \$5.50
Fentanyl (Add-on / Screen only)	\$2.00 / \$5.50
Heroin Metabolite (Screen only / Confirmation)	\$5.50 / \$14.00
Oxycodone (Add-on / Screen only)	\$1.50/ \$5.50
Tramadol (Add-on / Screen only)	\$2.00 / \$8.00

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EtG Alcohol Metabolite - Add-on Screen	\$2.50
EtG Alcohol Metabolite Stand Alone – Screen	\$5.50
Dextromethorphan (Screen / Confirmation)	\$5.50 / \$15.00
Kratom	\$30.00
Ketamine	\$30.00
GHB (Confirmation only)	\$40.00
Gabapentin (Confirmation only)	\$35.00
LSD (screen)	\$15.00
Specimen Validity Panel (Creatinine & Specific Gravity)	\$5.67
Confirmation per standard drug	\$14.00
Confirmation Buprenorphine	\$23.50
Confirmation Dextromethorphan	\$15.00
Confirmation Fentanyl	\$30.00
Confirmation Heroin	\$14.00
Confirmation Oxycodone	\$14.00
Confirmation Tramadol	\$16.00
Collection only urine specimen	\$25.00 (maximum)
LABORATORY– Redwood Toxicology Oral Fluids (including oral fluid device)	FIRM, FIXED PRICE
Oral Fluid 8-panel screen only (9522)	\$12.80
Oral Fluid 9-panel screen only (9539)	\$13.00
Oral Fluid 10-panel screen only (9541)	\$13.50
Oral Fluid 11-panel screen only (9534)	\$13.75
Oral Fluid 12-panel screen only (9629)	\$20.00
Oral Fluid 12-panel screen only (9584)	\$20.00
Confirmation per drug	\$21.00
Tramadol confirmation	\$25.00
Oral Fluid 7-panel automatic confirmation (9528)	\$25.25

Oral Fluid 11-panel automatic confirmation (9582)	\$27.00
Collection only oral fluid	\$25.00 max

2.3 LABORATORY SERVICES

2.4 Accreditation – With regard to section 2.4.1, Tomo will be utilizing Clinical Reference Laboratory (CRL) and Redwood Toxicology (now Abbott) for their lab services and have included a service agreement similar to other vendors using their services. Due to the fact that CRL and Redwood must comply with all state laws concerning licensing, accreditation, and regulations and must meet the following accreditation requirements and provide documentation of such credentials, Tomo will be concurrently in compliance with both CRL and Redwood Toxicology.

With regard to sections 2.4.2, 2.4.3 & 2.4.4 that address laboratory certifications and accreditations, since Redwood Toxicology has been and remains a long-time service provider of laboratory testing, these documents already reside. Clinical Reference Laboratory (CRL) is one of the largest privately held clinical testing laboratories in the world specializing in accurate testing, rapid turnaround time and innovative systems and solutions.







2.3.6 – Tomo Drug testing follows protocols consistent with HIPPA and 42 CFR to ensure the confidentiality of all participants.

2.4.7. – CRL and Redwood Toxicology use Gas chromatograph/mass spectrometer (GC/MS) and liquid chromatography/mass spectrometry (LC/MS) confirmation technology.

2.5. Testing Services to include sections 1, 2 & 3– Tomo can provide full administration of a drug testing system to include randomization, testing and results whether that is using their own system or the one owned and operated by CRL, OnTrack or Redwood, ToxAccess. Tomo staff are proficient at both. Tomo also follows all industry standards for chains of custody and has for the more than 30 years they have been in business. In fact, CoC standard in workplace testing to which Tomo has a large presence are more stringent than forensic standards. Finally, Tomo generally comes on site to conduct collection, testing and securing samples. However, if the treatment court desires Tomo to have a brick-and-mortar location that also can be facilitated as we currently do in some treatment courts.

2.4.4 – Tomo generally comes on site to conduct collection, testing and securing samples but can also provide a service whereby we pick up samples.

2.4.5 – Cutoff levels are generally set by Redwood and crafted to Missouri Court standards. Tomo can facilitate this dialogue should a court desire something more specific.

2.5.1 & 2.5.2 Transportation of Specimens – currently, Redwood already provides all necessary equipment and supplies for the specimens to be extracted and safely delivered to their laboratory for testing. This is also the current situation where Tomo serves as a collector only. Nothing about these protocols and services will change – Redwood always provides this for their customers and Tomo would extend the same vis-a-vis Redwood.

2.7 Testing Service Result Reporting, to include 2.7.1, 2.7.2, 2.7.3, 2.7.4 & 2.7.5 – All lab testing results are currently facilitated through the CRL OnTrack system or Redwood's ToxAccess system referenced earlier. This system provides all necessary information to the treatment court consistent with the requirement of this section. As stated, Tomo is a proficient operator of OnTrack and ToxAccess and will deliver results in this system.

EXHIBIT A

OFFEROR INFORMATION

The offeror should provide the following information about their organization:
--

OFFEROR NAME: Tomo Drug Testing

- a. Provide a brief company history, including the founding date and number of years in business as currently constituted.**

Tomo Drug Testing, originally created in 1991 under the name ‘Employee Screening Services’ does business as (dba) Tomo Drug Testing. Tomo serves drug and alcohol testing requirements for compliance, safety and prevention. The company, which changed its name in 2016, has been serving the community for over 30 years.

- b. Describe the nature of the offeror’s business, type of services performed, etc.**

Tomo Drug Testing has been providing drug and alcohol testing to court and community-based programs since 2015. Currently, Tomo is serving more than 150 programs within 50 courts, varying in size, across four states. Tomo is not a laboratory, therefore we specialize in quality and efficient collections, while maintaining the client’s dignity, even under the strictest of collection circumstances. Tomo recognizes that to function properly court testing programs rely on the integrity and accuracy of the drug and alcohol testing process. This is why Tomo has developed best practice collection procedures specifically for court collections. Tomo has an extensive training program for drug and alcohol collectors that includes the core competencies of not just the collection process, but donor manipulation, code of ethics and professionalism, which ensures Tomo collectors are well-rounded and fully equipped to serve donors within court programs.

Tomo trains all collectors on a variety of collection methods, including: urine lab screens, oral fluid lab screens, instant/rapid urine and oral fluid collections, hair and fingernail testing. Should the Court want to explore instant or rapid screenings in the future Tomo is equipped to offer a solution to this cost effective and efficient testing method.

Working with Tomo means:

- Accurate, reliable and confidential testing programs
- Highly trained and certified technicians
- A cost effective and time efficient alternative to agencies doing their own collections
- Accurate, reliable and confidential testing programs
- Same-sex observers ensuring observed, valid specimens
- Implementation of strict quality guidelines
- Management of random scheduling processes
- Seamless communications with court and family agencies
- We create raving fans at every step of the process by treating all individuals with respect

As a collection agency, Tomo utilizes strategic partnerships with industry leaders to help deliver customized integrated program solutions to meet our client’s needs. This unique approach means we can bring together the best collection agency, laboratory and case management software system in a coordinated effort to deliver the best service to our clients. Our clients experience seamless integrations and a centralized point of contact with Tomo.

Tomo Drug Testing is proud to be a proven part of a cost-effective method that reduces recidivism and diverts offenders away from lengthy prison sentences. Tomo takes pride in our unique ability to not only be a premier drug and alcohol testing provider, but is honored to help make a difference in the communities we serve.

c. Provide a list of, and a short summary of, information regarding the offeror's current contracts/clients. List, identify, and provide reasons for each contract/client gained and lost in the past 2 years.

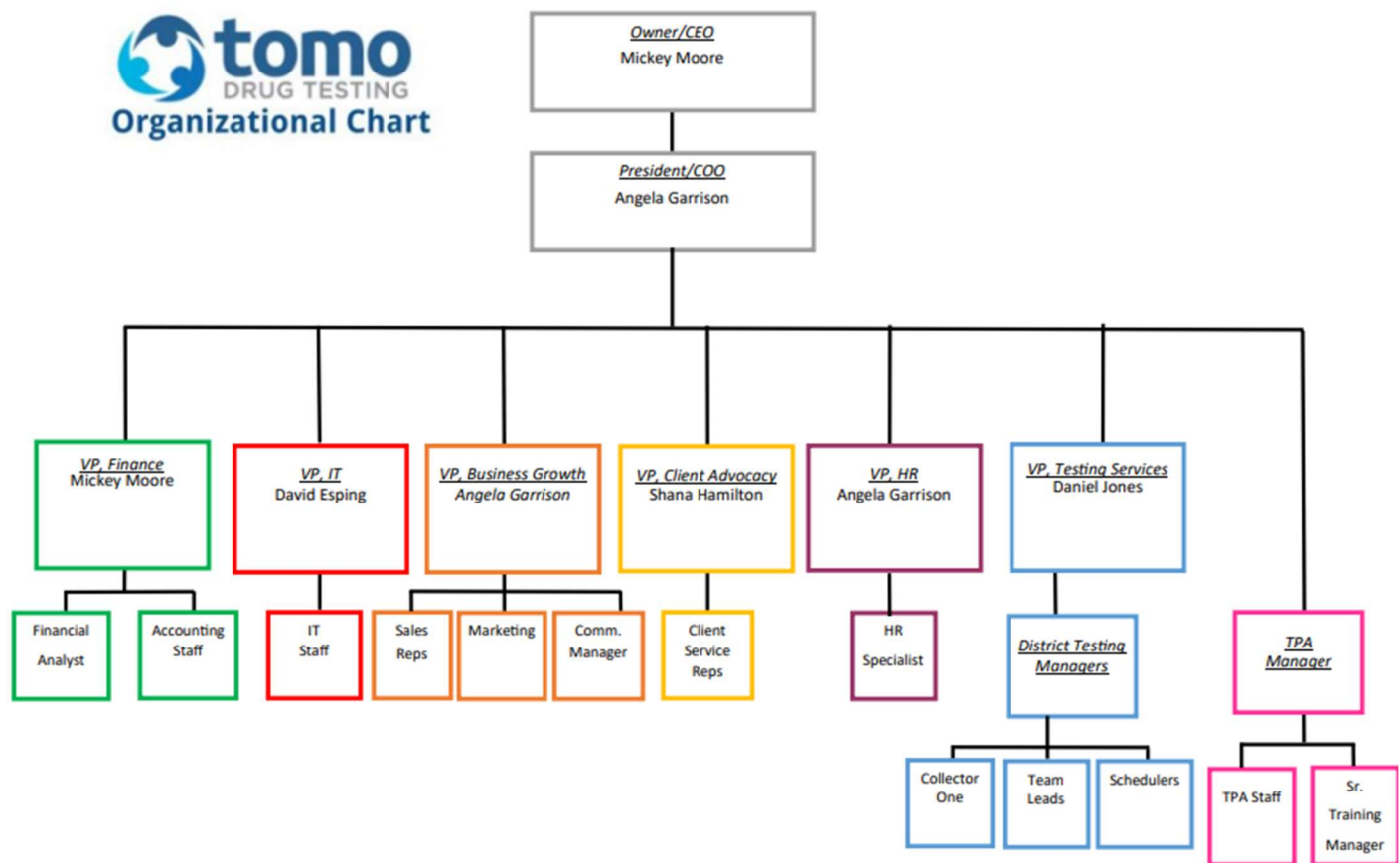
Tomo Drug Testing is currently providing services in the below listed Missouri judicial circuits

- 5th Judicial Circuit
- 6th Judicial Circuit
- 7th Judicial Circuit
- 8th Judicial Circuit
- 13th Judicial Circuit
- 17th Judicial Circuit, Cass County
- 19th Judicial Circuit
- 29th Judicial Circuit
- 31st Judicial Circuit
- 38th Judicial Circuit
- 39th Judicial Circuit
- 40th Judicial Circuit
- 46th Judicial Circuit
- Tri-County Mental Health Services
- Judicial Services of the Ozarks

d. Describe the structure of the organization including any board of directors, partners, top departmental management, corporate organization, corporate trade affiliations, any parent/subsidiary affiliations with other firms, etc.

Tomo Drug Testing has 86 employees across 5 major departments: Testing Services Client Advocacy, Business Growth, Human Resources and Finance & Administration. The leadership team, which is composed of Vice Presidents of each department, is led by CEO Mickey Moore and President Angela Garisson. Tomo's employees are dedicated to creating raving fans, providing assistance and expertise every step of the testing process.

Below is our Organizational Chart. It outlines not only the organization hierarchy, readers can also glean broad-based organizational responsibilities. In general terms, treatment court customers will have most contact with our Client Advocacy and Testing Services divisions and specifically, an Account Manager. Should there be a desire or need to contact other personnel in the Accountability Chart, we are considered an open-door organization.



Tomo is a privately-owned business with no corporate affiliations or affiliations with other like firms. Our core values facilitate an environment where we are the independent decision makers that can respond promptly and efficiently to our customers, including treatment courts.

- e. **Provide a list summarizing pending litigation, any civil or criminal judgments, any bankruptcy proceedings, etc., that could affect the offeror's ability to perform. Failure to list such litigation may result in rejection of the proposal or in termination of any subsequent contract.**

Tomo Drug Testing does not have any pending legal litigation whether that is civil or criminal, does not have any civil judgments and is not currently involved in any bankruptcy proceedings.

- f. **Document the offeror's financial solvency in a manner that is acceptable for public review. Audited financial statements for the last year will provide such documentation; however, the statements will become public information. If the offeror is a subsidiary, also provide the documentation for the parent company.**

For more than 30 years Tomo Drug Testing has been a community oriented company in providing high-level and comprehensive drug and alcohol screening services. Our clients and their responsibilities include DOT compliance, Drug-Free Workplace and court-ordered judicial programs. The company has office locations and onsite testing in Indiana, Missouri and the surrounding states. Tomo serves the unique needs of companies, schools and organizations by creating customized solutions to meet increasing demand from regional and national organizations. The reputation of our customers and Tomo itself, demand the highest level of integrity whether that is in our personnel or our financial standing.

As a privately-owned company, Tomo does not publish financial statements that can be made a public record. Within this contract offering we have provided a list of references (vendors) that can speak directly to our reputation and business practices. We are very proud of our company and would be agreeable to discuss our financial vigor with representatives of the Office of State Courts Administrator. However, business protocols do not allow for us to share this in a manner that will later be shared in a public domain.

Offeror Name: Tomo Drug Testing	
Subcontractor Name, if applicable: _____	
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	31st Judicial Circuit Treatment Court
Address of Reference Company: ✓ Street Address ✓ City, State, Zip	1010 North Booneville Springfield, MO 65802
Reference Contact Person Information: ✓ Name ✓ Phone # ✓ E-mail Address	Ashley Davis 417-829-6159 ashley.davis@courts.mo.gov
Dates of Prior Services:	March 2020 – Current
Dollar Value of Prior Services:	\$268,500 (FY22)
Description of Prior Services Performed:	● Drug Screen Collections ● Random Scheduling

As the contact person for the reference provided above, my signature below verifies that the information presented on this form is accurate. I am available for contact by OSCA for additional discussions regarding my company's association with the offeror referenced above:



Signature of Reference Contact Person

05 / 02 / 2023

Date of Signature

Offeror Name: Tomo Drug Testing	
Subcontractor Name, if applicable: _____	
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	13th Judicial Circuit Treatment Courts
Address of Reference Company: ✓ Street Address ✓ City, State, Zip	607 E Ash Columbia, MO 65201
Reference Contact Person Information: ✓ Name ✓ Phone # ✓ E-mail Address	Clayton VanNurden 573-886-4157 clayton.vannurden@courts.mo.gov
Dates of Prior Services:	August 2015 - Current
Dollar Value of Prior Services:	\$94,100 (FY22)
Description of Prior Services Performed:	● Drug screen collections

As the contact person for the reference provided above, my signature below verifies that the information presented on this form is accurate. I am available for contact by OSCA for additional discussions regarding my company's association with the offeror referenced above:

Clayton VanNurden

05 / 02 / 2023 Signature of Reference Contact Person

05 / 02 / 2023

Date of Signature

Offeror Name: Tomo Drug Testing	
Subcontractor Name, if applicable: _____	
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	39th Judicial Circuit Treatment Courts
Address of Reference Company: ✓ Street Address ✓ City, State, Zip	108 E 4th St., Galena, MO 65656
Reference Contact Person Information: ✓ Name ✓ Phone # ✓ E-mail Address	Rebekah Sweeney 417-440-8610 Rebekah.Sweeney@courts.mo.gov
Dates of Prior Services:	July 2015 - Current
Dollar Value of Prior Services:	\$57,400 (FY21)
Description of Prior Services Performed:	● Drug screen collections ● Random Scheduling ● Laboratory Screening (beginning 4/1/2023)

As the contact person for the reference provided above, my signature below verifies that the information presented on this form is accurate. I am available for contact by OSCA for additional discussions regarding my company's association with the offeror referenced above:

Rebekah Sweeney

Signature of Reference Contact Person

05 / 02 / 2023

Date of Signature

Offeror Name: Tomo Drug Testing	
Subcontractor Name, if applicable: _____	
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	38 th Judicial Circuit
Address of Reference Company: ✓ Street Address ✓ City, State, Zip	110 Est Elm Ozark, MO 65721
Reference Contact Person Information: ✓ Name ✓ Phone # ✓ E-mail Address	Brian Teems 417-684-7314 brian.teems@courts.mo.gov
Dates of Prior Services:	November 2017 – Current
Dollar Value of Prior Services:	\$30,800 (FY22)
Description of Prior Services Performed:	● Drug Screen Collections ● Random Scheduling

As the contact person for the reference provided above, my signature below verifies that the information presented on this form is accurate. I am available for contact by OSCA for additional discussions regarding my company's association with the offeror referenced above:

Brian Teems

Signature of Reference Contact Person

05 / 02 / 2023

Date of Signature

Offeror Name: Tomo Drug Testing	
Subcontractor Name, if applicable: _____	
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	19th Judicial Circuit Treatment Courts
Address of Reference Company: ✓ Street Address ✓ City, State, Zip	301 E High Jefferson City, MO 65101
Reference Contact Person Information: ✓ Name ✓ Phone # ✓ E-mail Address	Katie Doman 573-462-0184 katie.doman@courts.mo.gov
Dates of Prior Services:	September 2016 - Current
Dollar Value of Prior Services:	\$40,000 (FY22)
Description of Prior Services Performed:	● Drug Screen Collections ● Random Scheduling

As the contact person for the reference provided above, my signature below verifies that the information presented on this form is accurate. I am available for contact by OSCA for additional discussions regarding my company's association with the offeror referenced above:

Katie Doman

Signature of Reference Contact Person

05 / 02 / 2023

Date of Signature

EXHIBIT C - PERSONNEL EXPERTISE SUMMARY

(Complete this Exhibit for personnel proposed. Resumes or summaries of key information should be provided)

OFFEROR NAME: Tomo Drug Testing

Personnel	Background and Expertise of Personnel and Planned Duties
1. Mickey Moore Owner and CEO	● Masters, Business Administration ● Market and Product Development ● Major External Relationships ● Financial Reporting, Budgeting, & Cash Flow ● Assets & Facilities, Banking, Insurance & Legal
2. Angela Garrison President	● Masters, Communication ● Company Alignment ● Business Plan Execution ● Remove Obstacles & Barriers ● Efficient & Cohesive Systems
3. Shana Hamilton Vice-President Client Advocacy	● Bachelors of Science, Biology ● Client Liaison & Client Issues ● Account Reviews ● Services Changes ● Client Pricing
4. Daniel Jones Vice-President, Testing Services	● Bachelors, Journalism, Masters, Fine Arts ● Technician Training and Collections Oversight ● Supplies & Equipment ● Certifications ● Requirements

EXHIBIT D

METHOD OF PERFORMANCE

The offeror should use this Exhibit, or similar format, to present a written plan for performing the requirements specified in this Request for Proposal (RFP).

OFFEROR NAME: Tomo Drug Testing

1. Describe testing procedures, including but not limited to the following:

a. What is provided with which to collect each sample (cups, chain of custody forms, mailing packets)?

Tomo Drug Testing provides Missouri-based urine sample collection and testing directly to the customer at mutually agreed locations in close proximity to each treatment court served. These facilities are staffed with Tomo employees (Technicians) that have been thoroughly trained under the thoughtful and lengthy curriculum developed by the Vice-President of Testing Services. The training protocol satisfies all Missouri Treatment Court Standards and DATIA certifications and training standards. Tomo (if lab testing is requested) will provide all materials and supplies necessary to collect and analyze urine samples to include the sample cups, chain of custody forms and all of the mailing supplies to ensure timely delivery of the specimen according to the timelines established under this contract.

As described below, Tomo Drug Testing employs strict chain of custody protocols for the pre-collection, collection, post collection. These protocols are designed to ensure that a valid sample is collected, appropriately tested, and accurately reported to the drug court team. Through many years of experience, Tomo has developed drug testing collection procedures that we think are second to none and prevents adulteration, tampering, and substitution. Once clients realize they cannot beat the testing program, they start to embrace the important steps toward recovery.

Tomo also supports and employs its own Drug & Alcohol Free Workplace highlighted by pre-employment, random, post-accident and reasonable suspicion drug/alcohol testing for all staff.

As previously stated, Tomo Drug Testing will provide all necessary urine specimen collection, testing and supplies to its clients at no additional costs. These supplies include:

b. Describe how the sample is transported to the testing laboratory (U S Postal, Fed Ex, UPS, etc.).

Specimens are transported to the appropriate laboratory by Fed Ex Overnight.

c. Describe the methods of testing which are employed (LC/MS/MS, GS/MS, LC/MS, and/or Immunoassay methods).

Tomo partners with Clinical Reference Laboratory (CRL) and Redwood Toxicology/Abbott for laboratory services. They meet all required certifications and have previously been approved under this contract.

d. Provide the testing cutoff levels which are available (100ng/mL, 250ng/mL, 500ng/mL, 1000 ng/mL). What cutoff level is recommended to safeguard against incidental false positive?

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INSTANT DEVICES

DRUG NAME	CUT-OFF LEVEL	FDA CLEARED OR FORENSIC USE ONLY
Amphetamine	300 & 1,000 ng/mL	FDA or FOU
Barbiturate	300 ng/mL	FDA or FOU
Benzodiazepine	200 (FUO only) & 300 ng/mL	FDA or FOU
Buprenorphine	10 ng/mL	FDA or FOU
Cocaine	150 & 300 ng/mL	FDA or FOU
Marijuana (THC)	50 ng/mL	FDA or FOU
Methadone	300 ng/mL	FDA or FOU
Methamphetamine	500 & 1,000 ng/mL	FDA or FOU
MDMA	500 ng/mL	FDA or FOU
Opiates	300 & 2,000 ng/mL	FDA or FOU
Oxycodone	100 ng/mL	FDA or FOU
Phencyclidine	25 ng/mL	FDA or FOU
Propoxyphene	300 Propoxyphene	FDA or FOU
Tricyclic Antidepressants	1,000 Propoxyphene	FDA or FOU

Laboratory cutoff levels are set by Tomo's lab partners. The laboratory cutoff levels meet all the requirements of this contract.

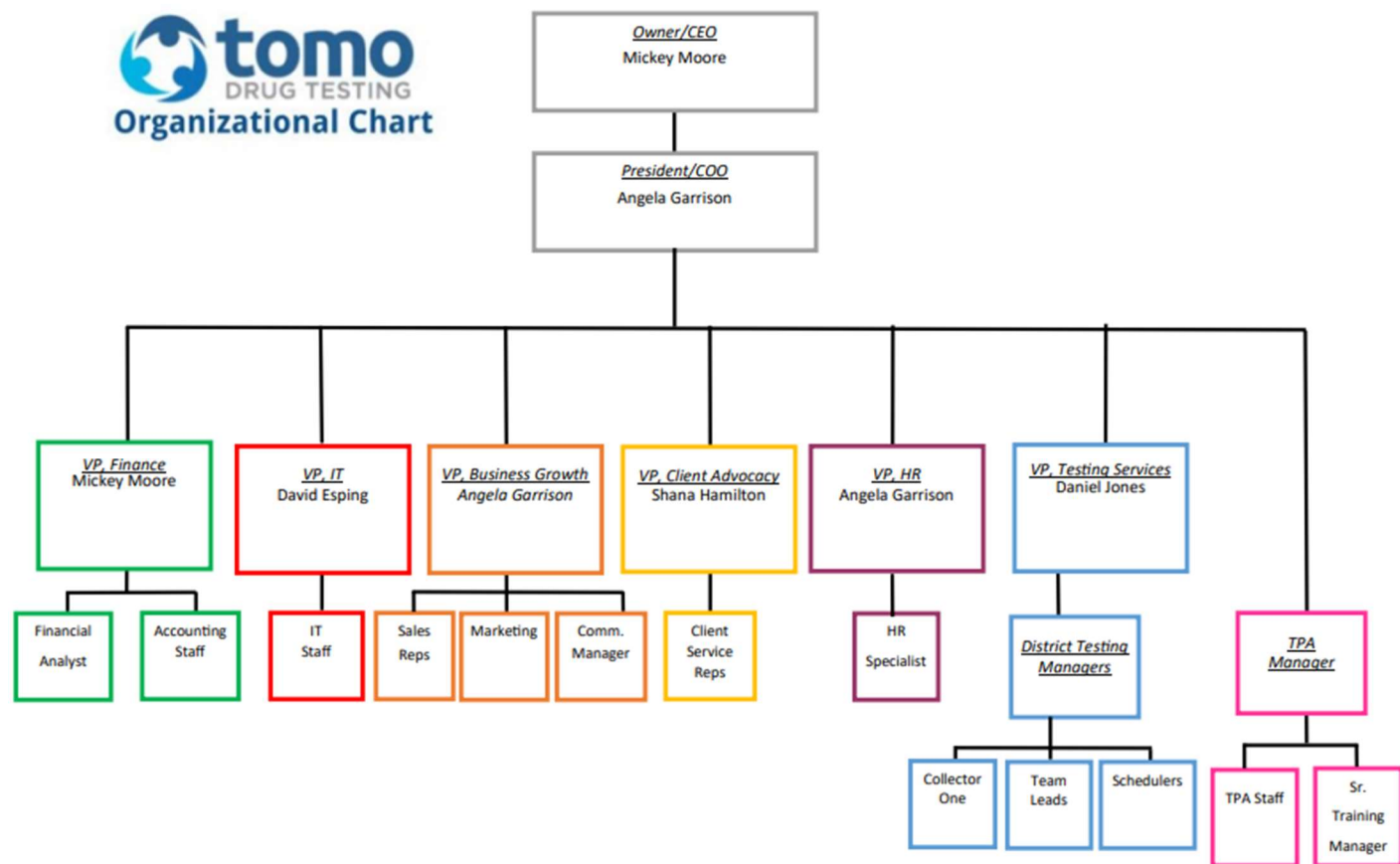
e. Describe the turnaround time for results.

Instant device results will be delivered to the agency the same day and often in real time through access to the web-based portal. When using a Tomo Drug Testing partner laboratory for specimen testing, negative emit-immunoassay results are reported electronically by logging in to the online portal. When a treatment court requests confirmation, an additional 48-72 is required.

f. Describe how test results will be reported (telephone, fax, or e-mail).

Results are delivered electronically either via email or login access to the web-based portal.

2. **Describe the instruction or training provided to treatment court staff pertaining to properly collecting a sample and completing necessary documentation.**
- A. Tomo team members are subject to a series of pre-employment qualifications and screening
 - Core Values alignment - Is this the right person and right seat?
 - Background Checks
 - Urinalysis
 - Fingerprints
 - Family Care Safe Registry
 - National Sex Offender Registry
 - Criminal background checks
 - B. Each staff member is sent through our Missouri forensic training process as well as a regimen of instruction meeting and exceeding the Missouri Treatment Court Collections Guidelines.
 - A brief history about how drug court benefits participants
 - Review Tomo's Code of Ethics, qualifications, and confidentiality
 - Discussion about addiction, drug overviews, and behavior
 - C. Forensic drug collection procedure
 - Each collector goes through specific training on pre-testing procedures
 - Check-in
 - Hand washing
 - Specific direct observation procedures
 - Testing procedures on specific paperwork
 - Mock collections
 - Proper shipping procedures
 - Post testing procedures
 - Do's and don't's of drug testing
 - Contraband discussion
 - Donor manipulation training
 - D. After completion of the course our certified instructors turn in trainee paperwork and receive a Tomo issued certificate
 - Mock collections
 - Student Acknowledgment form
 - E. Tomo Confidentiality paperwork and wrap-up
 - F. Followed by a week of shadowing and "in the field" training
3. **Organizational Chart - The offeror should provide an organizational chart showing the staffing and lines of authority for the key personnel to be used. The organizational chart should include (1) The relationship of service personnel to management and support personnel, (2) The names of the personnel and the working titles of each, and (3) Any proposed subcontractors including management, supervisory, and other key personnel.**
- a. **The organizational chart should outline the team proposed for this project and the relationship of those team members to each other and to the management structure of the offeror's organization.**



4. Along with a detailed organizational chart, the offeror should describe the following:

a. How services of the contract will be managed, controlled, and supervised in order to ensure satisfactory contract performance.

The contract and performance within the contract will be handled by our Account Manager and Vice-President of Testing Services. The Account Manager deals directly with the customer on issues related to performance under contractual requirements and the VP of Testing Services through the chain of command ensures performance standards with our Technicians (aka collectors).

b. Total Personnel Resources - The offeror should provide information that documents the depth of resources to ensure completion of all requirements on time and on target. If the offeror has other ongoing contracts that also require personnel resources, the offeror should document how sufficient resources will be provided to the state of Missouri.

- Broad-based contractual obligations: As outlined in Exhibits A and D, Tomo Drug Testing satisfies all of the specified general requirements for providing alcohol and drug testing products, collections, testing and associated services to meet our contractual obligations. Tomo's service delivery is grounded on the foundation of hiring technicians that align with our core values. Technicians are trained to perform collections and held to a standard of performance at or above 99.9% accuracy. This

service delivery is augmented by a comprehensive training regimen delivered in accordance with industry standards and/or the local treatment courts' internal policies with FDA approval wherever necessary.

- **Training & Support** – All training, as outlined in Exhibit D, is provided by Tomo. In order to increase efficiency and effectiveness of treatment courts, Tomo is also available to provide training to the entire treatment court team on collection and testing principles that support a comprehensive recovery program. Technical and general customer support is available Monday through Friday 7:00 am to 7:00 pm Central Time Zone. In some emergency circumstances, the Account Manager can provide emergent troubleshooting when necessary.

As stated earlier, Tomo Drug Testing provides a significant amount of testing in the areas of workplace, secondary education and Department of Transportation throughout Missouri and surrounding states. Because of this we employ a significant number of technicians which allows for prompt replacement for vacancies and unexpected absences in collections avoiding a break in service for customers.

- **Accreditation** – Tomo Drug Testing through their partner laboratories adheres to the Drug and Alcohol Testing Industry Association (DATIA) and utilizes contracted SAMSHA, CLIA, and CAP certified laboratory partners with confirmation testing or wherever necessary. Tomo also allows customers to choose a specific lab of their choice for immunoassay and confirmation testing. When the customer chooses their own laboratory, it does require coordination and advance communication with Tomo which is why our preference is to use our partner laboratory.
- **Onsite (Instant) Drug Testing (urine)** – Tomo can provide instant dipstick/cup testing to meet a treatment courts performance and budgetary needs. A number of panels are available with varying prices and consultation with your Account Executive or Account Manager guides this process.
- **Contractual Requirements** – Tomo Drug Testing is a leader in the collection of urine specimens and agrees to abide by the specified contractual requirements. Our company and its employees possess a proven process and employ proven protocols to ensure that we deliver a high-end professional service. Our reputation in other governmental and private sector customers support a standard of professionalism and performance second to none. Our Accountability Chart supports the day-to-day operations of our company that manages customer relationships in a one-to-one interpersonal relationship. Ongoing scheduled account reviews with each customer reinforces our commitment to providing products and services specific to the client's needs and overall satisfaction. Be assured, all customers can reach a decision-maker who will provide them with what they need and that Tomo will resolve any potential issues promptly and efficiently.

EXHIBIT D

METHOD OF PERFORMANCE, cont.

OFFEROR NAME: Tomo Drug Testing

5. **Outside United States - If any products and/or services offered under this RFP are being manufactured or performed at sites outside the United States, the offeror MUST disclose such fact and provide details in the space below or on an attached page.**

Are products and/or services being manufactured or performed at sites outside the United States?	Yes XX	No
Describe and provide details: The majority of the rapid test devices are manufactured and sourced in China by Clinical Reference Laboratory and the parent company of Redwood, Abbott.		

EXHIBIT E

EMPLOYEE BIDDING/CONFLICT OF INTEREST

(This Exhibit is added and the content was moved from Section 4 by Amendment 004)

Offerors who are employees of the state of Missouri, a member of the General Assembly or a statewide elected official must comply with sections 105.450 to 105.458 RSMo regarding conflict of interest. If the offeror and/or any of the owners of the offeror's organization are currently an employee of the state of Missouri, a member of the General Assembly or a statewide elected official, please provide the following information.

Offeror Name		Tomo Drug Testing
Name of State Employee, General Assembly Member, or Statewide Elected Official:		None / Not Applicable
	In what office/agency are they employed?	None / Not Applicable
	Employment Title:	None / Not Applicable
Percentage of ownership interest in offeror's organization:		None / Not Applicable 0 %