

**OFFICE OF STATE COURTS ADMINISTRATOR**

P.O. Box 104480

2112 Industrial Drive

Jefferson City, MO 65110-4480

CONTRACT RENEWAL 002**CONTRACT: OSCA 23-01792-06****TITLE: Drug/Alcohol Testing Equipment,
Monitoring Equipment, & Services****CONTACT: Mitchell Bonine****EMAIL: osca.contracts@courts.mo.gov****PHONE: (573) 522-6766****ISSUE DATE: April 14, 2025****RETURN RENEWAL NO LATER THAN: May 15, 2025**

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

or

(Courier Service)

Office of State Courts Administrator Attn:

Contract Unit

2112 Industrial Dr.

Jefferson City, MO 65109

CONTRACT PERIOD: July 1, 2025 THROUGH JUNE 30, 2026

**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 	DATE 04-14-2025
PRINTED NAME Kristy Griffin	TITLE Owner/Agent
COMPANY NAME (dba) Criminal Justice Services under Alpha Kilo Consulting, LLC	
MAILING ADDRESS 223 E. Liberty Street Suite 3	
CITY, STATE, ZIP Farmington, Missouri 63640	
TELEPHONE NUMBER 573-664-1611	EMAIL ADDRESS criminaljusticeservices@gmail.com

NOTICE OF AWARD (OSCA USE ONLY)

ACCEPTED BY OFFICE OF STATE COURTS ADMINISTRATOR AS FOLLOWS:		
As submitted in its entirety		
CONTRACT NO. 23-01792-06	CONTRACT PERIOD July 1, 2025 through June 30, 2026	
CONTRACTS SECTION 	DATE 06/10/2025	DEPUTY STATE COURTS ADMINISTRATOR

CONTRACT RENEWAL 002 to OSCA 23-01792-06

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

Contract renewal period: July 1, 2025 through June 30, 2026

The Office of State Courts Administrator desires to renew the above referenced contract.

The Office of State Courts Administrator (OSCA) requests there not be any increase in cost for this contract period.

A completed Pricing Page must be returned with the completed and signed cover page of this renewal document prior to full execution by OSCA.

To be a contracted collector for the court(s), all individuals must adhere to the revised Missouri Collector Standards (Attachment 1)

Individuals who have submitted the Collector Guideline Acceptance Form under this contract do not need to submit another form at this time.

To be a contracted collector for the judiciary, all individuals must adhere to the Missouri Collector Standards, Attachment 1. Any individual providing collection services must have submitted an Exhibit A, Collector Guideline Acceptance Form, attached below, and all required supporting documents, prior to performing collection services under this contract. Exhibit A's must only be submitted with this renewal document for new collectors.

By completing, signing and returning Exhibit A, you, as well as each collector, are verifying you have read and will abide by these Missouri Guidelines for Drug/Alcohol Collections.

Background Check Procedures are provided below as well at Attachment 2.

All other terms, conditions and provisions of the previous contract period shall remain the same and apply hereto.

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 date of award through June 30, 2026.

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

OFFEROR NAME: Criminal Justice Services _____

Scram GPS Bracelet _____ Product/Service \$10.00/day _____ firm, fixed price per each unit

Scram CAM Alcohol Bracelet _____ Product/Service \$11.00/day _____ firm, fixed price per each unit

Scram Remote Breath _____ Product/Service \$11.00/day _____ firm, fixed price per each unit

Victim Ally (addition to SCRAM) _____ Product/Service \$2/day _____ firm, fixed price per each unit

Orani Link GPS _____ Product/Service \$ 10.00/day _____ firm, fixed price per each unit

Hair Follicle (I2 Panel or ETG) _____ Product/Service \$ 200.00 _____ firm, fixed price per each unit

Electronic Monitoring

Pricing per participant

per day: 10.00 _____

per week: 70.00 _____

per month: 310.00 _____

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? 75.00 Install Fee

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

CAM Bracelet requires land line, or ethernet portal, or agree to drive to either our Washington County or SFC office to do a direct connect once every 7 days. CAM can not be submerged in water. GPS is water resistant up to 6 feet.

Please list counties for which you will provide this service:

St. Francois, Washington, Iron, Crawford, Deaf, Wayne, Phelps, Perry, Madison, Ste. Genevieve, Franklin, Reynolds, Gasconade, Jefferson, Pulaski, Bollinger, Texas.

Pricing Page, cont.

COLLECTOR SERVICES PRICING

OFFEROR NAME: Criminal Justice Services

The offeror should quote a price per hour or per test. Only one will be accepted.

The price shall not change during the contract period.

LABORATORY PRICING LIST

STANDARD 15 & 16 PANEL UA \$10 PER TEST

STANDARD ORAL FLUID \$15 PER TEST

LAB CONFIRMATION \$20 per most drugs, Fentanyl Confirmation \$40 per test

PHARM-CHECK SWEAT PATCH \$75 per test

12-Panel STAT HAIR TEST (AMP/BAK/BUP/BZO/COC/FTY/MAMP/MOP/

OXY/PCP/MDMA/MTD) \$200 (Immediate result & then sent off for lab confirmation)

OTHER SERVICES OFFERED

PRE-TRIAL MONITORING: \$50 per month (once weekly check-ins on CourtFact)

PRE-TRIAL MONITORING: \$75 per month (Up to 14x weekly check-ins on CourtFact)

PRE-TRIAL MONITORING: \$100 per month (Up to 35x weekly check-ins on CourtFact)

PRIVATE PROBATION: \$35 per month

DEFERRED PROSECUTION AGREEMENT MONITORING: \$50 per month

CASE MANAGEMENT: \$25 per hour plus 0.50/Mileage

MRT CLASSES: \$160 total for classes (Can be paid in payments)

AAA DRIVER IMPROVEMENT: \$50 per class

VICTIM IMPACT: \$35 per class

VAPE CESSATION: \$50 per class

VARIOUS CLASSES: \$20 PER CLASS, or at a negotiated rate = or < than the per class rate

DIVERSION PROGRAM: Varies depending on level of monitoring. Ranging \$600-\$800

COGNITIVE BASED ANGER ANALYSIS: \$100

PRE-SENTENCE INVESTIGATION: \$200

SUPERVISED VISITATION: \$50/per hr. (In-Office); \$60/per hr. +0.62/per mile(In-Home)

IGNITION INTERLOCK CALIBRATION PERFORMED BY TECHNICIAN: \$25

EXPERT TESTIMONY/JURY SELECTION: \$65 an hour (non conflicting case)

CRITICAL INCIDENT STRESS MANAGEMENT: \$100 per team member

PRE-TRIAL SUPERVISION AGENT in individual circuit (utilizing the states accepted case

management software): \$50/hour billed in 0.25 hourly increments based upon the monthly

required time per participant to provide the services as ordered.

ATTACHMENT 1

COLLECTOR STANDARDS

MISSOURI GUIDELINES FOR DRUG/ALCOHOL COLLECTIONS

Ten Principles of a Good Testing Program

1. Design an effective drug detection program, place the policies and procedures into written form (treatment court manual) and communicate the details of the drug detection program to the court staff and clients alike.
2. Develop a client contract that clearly enumerates the responsibilities and expectations associated with the court's drug detection program.
3. Select a drug-testing specimen and testing methodology that provides results that are scientifically valid, forensically defensible and therapeutically beneficial.
4. Ensure that the sample-collection process supports effective abstinence monitoring practices, including random, unannounced selection of clients for sample collection and the use of witnessed/direct observation sample-collection procedures.
5. Confirm all positive screening results using alternative testing methods unless the participant acknowledges use.
6. Determining the creatinine concentrations of all urine samples and sanction for creatinine levels that indicate tampering.
7. Eliminate the use of urine levels for the interpretation of client substance-use behavior. A drug test is either positive (drug presence is as or above the cutoff concentration) or negative (none detected; drug level is below the cutoff concentration).
8. Establish drug-testing results interpretation guidelines that have a sound scientific foundation and that meet a strong evidentiary standard.
9. In response to drug-testing result interpretation guidelines that have a sound scientific foundation and that meet a strong evidentiary standard.
10. Understand that drug detection represents only a single supervision strategy in an overall abstinence monitoring program.

ATTACHMENT 1, continued

COLLECTOR MINIMUM STANDARDS

Any individual who collects specimens for testing acts as an official representative of the court who is required and trusted to work within the law. A collector shall refrain from manifesting bias or prejudice or engage in harassment, including but not limited to bias, prejudice, or harassment based upon race, sex, gender, gender identity, religion, national origin, ethnicity, disability, age, sexual orientation, or marital status.

Qualifications:

1. A minimum of 21 years of age;
2. Legal United States resident or legally eligible to work in the United States;
3. May be subject to drug and alcohol testing by the local drug court;
4. Shall be subject to background checks by the local court at the collector's expense, which will include but may not be limited to: Employment history and references, fingerprint checks for open and closed federal and state criminal records, Sex Offender Registry and the Family Care Safety Registry;
5. NDASA certification and experience are recommended.

Requirements:

1. Provide monitoring function for the team by collecting urine, saliva, breath and/or hair samples;
2. Document contact with participants and forward to the court within a timely manner so information can be used during staffing sessions as determined by the local court team;
3. Be reasonably available to appear in court if requested;
4. Participate in on-going training such as the Essential Elements of Drug Court (NADCP.org) and drug collection/detection procedures and tampering techniques;
5. Competent in the procedures of drug and alcohol testing as outlined by the local court;
6. Review and understand the local policy and procedure manual and the agreement between the participant and the court;
7. Have a general understanding of substance use disorder and treatment;
8. Abide by additional standards, roles and responsibilities set forth by the local court.

Code of Ethics:

1. Abide by all municipal, state and federal statutes;
2. Maintain professionalism at all times and treat participants with dignity and respect;
3. Maintain the confidentiality and privacy of the participant;
4. Duty to report all actions to the court;
5. Any prior relationships with participants or family members must be reported to the team;
6. Shall not loan money, property, co-sign loans or accept gifts, favors or promises from participants or family members;
7. No fraternization with any participant or family members;
8. Shall not establish a personal or business relationship with participants or family members;
9. Shall not be under the influence of drugs or alcohol when performing duties;
10. Shall not monitor participants at AA, NA, or other self-help meetings whose members wish to preserve anonymity;
11. Shall not observe or obtain urine samples or perform urinalysis testing while conducting home, employment, or other site visits.

ATTACHMENT 1, continued

COLLECTION PROCEDURES

Contracted collectors will be required to follow the procedures below for collection, control and testing of participant urine specimens, which ensures the confidentiality and reliability of all test results:

General Procedures:

1. Collectors shall be the same gender as the participant submitting the specimen.
2. There shall be no physical contact between the collector and participant during specimen collection.
3. Specimen collection shall be in a secure location which provides privacy from other participants, uninvolved staff and sanitary conditions.
4. Collectors will collect urine specimens as directed by the treatment court coordinator/administrator.
5. No participant shall participate in the collection of another participant's urine specimen or have access to collected urine specimens or drug testing equipment and supplies.

Pre-collection:

1. The participant's identity should be confirmed with a valid photo ID.
2. The participant will sign a label and the chain of custody form if the specimen is being submitted to a lab.
3. The participant will be limited to no more than 24 ounces of water within one hour of collection.
4. All staff handling urine specimens will wear protective gloves.
5. Participants will either wash their hands or wear protective gloves prior to and during specimen procurement in order to prevent contamination of urine specimens.
6. Participants will remove clothing from the groin and buttocks areas to ensure devices are not present, which would allow alteration of the urine sample.
7. Any item or substance that could be used to dilute, substitute or adulterate shall be immediately reported to the court.
 - a. Such items may include, but are not limited to the following:
 - (1) containers or vials of liquid or urine that could be utilized to substitute or dilute a participant's urine;
 - (2) devices used to supply substances in lieu of the participant providing a fresh specimen;
 - (3) any contraband such as salt, bleach, iodine, Vitine, soap or other substances that could be used to adulterate urine; and
 - (4) any other contraband identified during the collection process.
 - b. A notice of these prohibited items should be included in the participant manual.
 - c. All confiscation of such items should be documented in a report to the court program, along with a photo of the item. If unable to confiscate the item, do not apprehend or attempt to use force. Describe the item in detail in a report to the court.

Collection Process:

1. All collections will be directly observed (witnessed full-frontal).
2. Participants are allowed a maximum of one hour to produce a sample. Those who refuse or fail to produce a urine specimen of at least 30cc (1 oz. or half a bottle) within one hour will be considered a refusal and no further subsequent attempts to collect the sample shall be conducted.
3. Urine should be collected in the standard individual container provided by a laboratory.
 - a. Disposable collection cups may be used to collect urine specimens and then poured into the bottle.

ATTACHMENT 1, continued

COLLECTION PROCEDURES

Post-Collection Process:

1. The sample should be tested for creatinine and temperature (reject if not 90° - 100° F). Other tests may include specific gravity, pH, color and odor to detect possible 'flushing' patterns.
2. The participant will place the cap on the bottle, secure it and rinse the bottle before giving it to the collector.
 - a. The collector will ensure the cap is secured.
 - b. All urine collected for drug testing which is not submitted to the laboratory or used for on-site testing will be disposed of in a toilet and the toilet shall be flushed.
 - c. Urine which is spilled shall be cleaned up promptly with a 10 percent liquid bleach solution or any environmental protection agency approved hospital disinfectant which destroys bacteria.
 - d. The specimen container will be disposed of in a dedicated trash container to which participants do not have access.
3. For specimens submitted to a lab:
 - a. The label will be placed on the container in the presence of the participant.
 - b. The collector should ensure the evidence tape is placed over the container lid immediately following specimen collection.
 - c. The collector must complete the lab form and initiate and sign the chain of evidence section on the day collected.
 - d. Specimens shall be placed in a refrigeration unit within 24 hours in a secured area until transported to a laboratory for analysis.
 - e. The collector will make arrangements for the transportation of all urine specimens sent to a laboratory.
4. When the specimens are forwarded via the U.S. Postal Service or United Parcel Service, the individual relinquishing the specimens will sign the chain of evidence section in the "To" section indicating "USPS" or "UPS."
5. For on-site tests:
 - a. A chain of custody form may be used.
 - b. Confirmation tests should be performed if an on-site test result is questionable or a participant contests the results.

EXHIBIT A

OFFEROR NAME:

Criminal Justice Services

OSCA 23-01792

Collector Guideline Acceptance Form

Office of State Courts Administrator



I verify I have read and will abide by the Missouri Collector Guidelines. I further understand failure to follow these guidelines may result in the termination of my contract with the Office of State Courts Administrator and the court.

- ☐ I am a commissioned law enforcement officer by the state of Missouri.
- ☐ I understand that I will provide a copy of my POST certification to verify my law enforcement commission in the state of Missouri.
- ☒ I am not a commissioned officer.
- ☒ I have provided a completed background check, and
- ☒ I have registered with the Family Care Safety Registry (FCSR), and I have provided a copy of the results of the FCSR background screening results.

Kristy Griffin Wells Kristy Griffin Wells 5/5/2025
Collector Printed name Signature Date

The treatment court approves this person as a collector for our circuit. This approval does not mean the Judiciary shall be liable for their actions in performance of these duties.

[Signature] 24th 5/1/25
Drug Court Judge/Coordinator Circuit Date



Missouri Department of Health and Senior Services

P.O. Box 570, Jefferson City, MO 65102-0570 Phone: 573-751-6400 FAX: 573-751-6010
RELAY MISSOURI for Hearing and Speech Impaired and Voice dial: 711



Sarah Wilson
Director

Mike Kahoe
Governor

05/09/2025

FAMILY CARE SAFETY REGISTRY
Background Screening Results - Registrant
Registrant Number: 02042399

KRISTY M. GRIFFIN WELLS
13223 WEBSTER RD
CALEDONIA, MO 63631

Dear FCSR Registrant:

On 05/09/2025, the Family Care Safety Registry (FCSR) processed a request to conduct a background screening. The request for the background screening was made by KRISTY GRIFFIN WELLS, 13223 WEBSTER RD, CALEDONIA, MO, 63631. The requestor was informed that you are registered with the FCSR, and the background screening, confirmation #117821481006, indicated the following:

No finding reported in the background screening.

The results above were confirmed by searching the following state databases that contain Missouri data only, using your name, date of birth and Social Security number:

- Criminal history records maintained by the MO State Highway Patrol
- Sex Offender Registry records maintained by the MO State Highway Patrol
- Child abuse/neglect records maintained by the MO Department of Social Services
- Foster parent licensure records maintained by the MO Department of Social Services
- Child care licensure records maintained by the MO Department of Elementary and Secondary Education
- Employee Disqualification List maintained by the MO Department of Health and Senior Services
- Employee Disqualification Registry maintained by the MO Department of Mental Health

If a finding is reported, you may request the specific details or appeal the accuracy of the transfer of the information to the FCSR by submitting a written request that includes your name, address, Social Security number and/or registrant number, and signature, to the Missouri Department of Health and Senior Services, Family Care Safety Registry, PO Box 570, Jefferson City, MO, 65102, or by FAX to 573-522-6981. See 19 CSR 30-80.040 for a full statement of what such an appeal should include.

The statutes found in sections 210.900 et seq., RSMo, allow qualifying persons to contact the FCSR to obtain background screening information for employment purposes only. Each time the FCSR processes a background screening request, you will be provided with the requestor's name, address and the current background screening results provided. If you have questions concerning the FCSR, please call our toll-free call center at 866-422-6872, or visit our Internet site at <http://health.mo.gov/safety/fcsr/>.

If you are receiving this letter via U.S. mail, please consider helping us conserve resources by calling the FCSR toll-free at 866-422-6872 and providing an email address.



PROMOTING HEALTH AND SAFETY

The Missouri Department of Health and Senior Services' vision is optimal health and safety for all Missourians, in all communities, for life.

EXHIBIT A

OFFEROR NAME:

Armed Justice Services

OSCA 23-01792

Collector Guideline Acceptance Form

Office of State Courts Administrator



I verify I have read and will abide by the Missouri Collector Guidelines. I further understand failure to follow these guidelines may result in the termination of my contract with the Office of State Courts Administrator and the court.

- ☐ I am a commissioned law enforcement officer by the state of Missouri.
- ☐ I understand that I will provide a copy of my POST certification to verify my law enforcement commission in the state of Missouri.
- ☒ I am not a commissioned officer.
- ☒ I have provided a completed background check, and
- ☒ I have registered with the Family Care Safety Registry (FCSR), and I have provided a copy of the results of the FCSR background screening results

LaShae Auburnon LaShae Auburnon 5/15/25
Collector Printed name Signature Date

The treatment court approves this person as a collector for our circuit. This approval does not mean the judiciary shall be liable for their actions in performance of these duties.

John D. [Signature] 29 5/16/25
Drug Court Judge/Coordinator Circuit Date



Missouri Department of Health and Senior Services

P.O. Box 570, Jefferson City, MO 65102-0570 Phone: 573-751-6430 FAX: 573-751-6610
RELAY MISSOURI for Hearing and Speech Impaired and Voice dial: 711



Sarah Wilson
Director

Mike Kahoe
Governor

05/09/2025

FAMILY CARE SAFETY REGISTRY
Background Screening Results - Registrant
Registrant Number: 29132412

LASHAE LYNN AUBUCHON
10076 OAKSIDE RD
MINERAL POINT, MO 63660

Dear FCSR Registrant:

On 05/09/2025, the Family Care Safety Registry (FCSR) processed a request to conduct a background screening. The request for the background screening was made by LASHAE AUBUCHON, 10076 OAKSIDE RD, MINERAL POINT, MO, 63660. The requestor was informed that you are registered with the FCSR, and the background screening, confirmation #117821480291, indicated the following:

No finding reported in the background screening.

The results above were confirmed by searching the following state databases that contain Missouri data only, using your name, date of birth and Social Security number:

- Criminal history records maintained by the MO State Highway Patrol
- Sex Offender Registry records maintained by the MO State Highway Patrol
- Child abuse/neglect records maintained by the MO Department of Social Services
- Foster parent licensure records maintained by the MO Department of Social Services
- Child care licensure records maintained by the MO Department of Elementary and Secondary Education
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If a finding is reported, you may request the specific details or appeal the accuracy of the transfer of the information to the FCSR by submitting a written request that includes your name, address, Social Security number and/or registrant number, and signature, to the Missouri Department of Health and Senior Services, Family Care Safety Registry, PO Box 570, Jefferson City, MO, 65102, or by FAX to 573-522-6981. See 19 CSR 30-80.040 for a full statement of what such an appeal should include.

The statutes found in sections 210.900 et seq., RSMo, allow qualifying persons to contact the FCSR to obtain background screening information for employment purposes only. Each time the FCSR processes a background screening request, you will be provided with the requestor's name, address and the current background screening results provided. If you have questions concerning the FCSR, please call our toll-free call center at 866-422-6872, or visit our Internet site at <http://health.mo.gov/safety/fcsr/>.

If you are receiving this letter via U.S. mail, please consider
helping us conserve resources by calling the FCSR
toll-free at 866-422-6872 and providing an email address.



PROMOTING HEALTH AND SAFETY

The Missouri Department of Health and Senior Services' vision is optimal health and safety for all Missourians, in all communities, for life.