



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>Marjorie D. Aleshire</i>		DATE
PRINTED NAME Marjorie D. Aleshire		TITLE Owner / Supervising Officer
COMPANY NAME LBS Monitoring Services, LLC		
MAILING ADDRESS 314C East Center Street		
CITY, STATE, ZIP Mt Vernon, MO 65712		
TELEPHONE NUMBER 417-606-0199		E-MAIL ADDRESS lbsmonitoring@yahoo.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 23-01792-13		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>

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, 2019.

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

OFFEROR NAME: LBS Monitoring Services, LLC

<u>GPS Monitoring</u>	Product/Service	<u>\$ 10.00</u>	firm, fixed price per each unit
<u>Soberlink</u>	Product/Service	<u>\$ 10.00</u>	firm, fixed price per each unit
<u>Transdermal Alcohol Detection</u>	Product/Service	<u>\$ 10.00</u>	firm, fixed price per each unit
<u>6 panel Urine Analysis - Onsite (AMP, MET,)</u>	Product/Service	<u>\$ 10.00</u>	firm, fixed price per each unit
<u>6 panel Urine Analysis - Lab Confirmation</u>	Product/Service	<u>\$</u>	firm, fixed price per each unit
<u>12 panel Urine Analysis - Onsite</u>	Product/Service	<u>\$ 10.00</u>	firm, fixed price per each unit
<u>12 panel Urine Analysis - Lab Confirmation</u>	Product/Service	<u>\$</u>	firm, fixed price per each unit

Electronic Monitoring

Pricing per participant

per day: \$ 10.00

per week: \$ 77.00

per month: \$ 300.00 - 310.00

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

If yes, please indicate number of days: _____

Deposit or Start Up fee required? Yes _____ No X

If yes, what is the cost? _____

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

Enhanced Tamper Detection, Fiber Optic Strap, Non-removable Battery with up to 60-Hours of Life, Cordless Charging in Under Two Hours, Equipped with Wi-Fi, GPS, and CellLocate, Water Resistant, Built-in Speaker for Officer to Client Communication, Vibration Pulse Notification for Hearing Impaired Users, Memory of 50,000 events

Please list counties for which you will provide this service:

Barton, Cedar & Dade	28th Circuit
Jasper	29th Circuit
Hickory, Polk, Webster, Benton & Dallas	30th Circuit
Greene	31st Circuit
Christian	38th Circuit
Lawrence, Barry & Stone	39th Circuit
Newton & McDonald	40th Circuit
Douglas, Ozark & Wright	44th Circuit
Taney	46th Circuit

Pricing Page, cont.

COLLECTOR SERVICES PRICING

OFFEROR NAME: LBS Monitoring Services, LLC

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.

LBS does not charge for the collection, only for the test.

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

\$_____ per test

For the following county and circuit:

County: _____ Circuit: _____

County: _____ Circuit: _____

County: _____ Circuit: _____

County: _____ Circuit: _____

County: _____ Circuit: _____

County: _____ Circuit: _____

EXHIBIT A
OFFEROR INFORMATION

The offeror should provide the following information about their organization:
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OFFEROR NAME: LBS Monitoring Services, LLC

- a. Provide a brief company history, including the founding date and number of years in business as currently constituted.
- LBS Monitoring Services LLC (LBS) was founded in 2015, following years of our partner company, Aleshire Bail Bonds, LLC having intolerable involvement with several monitoring companies that failed to monitor offenders with the level of diligence required to ensure public safety and uphold the court-imposed conditions. Now, being in business for over 13 years and monitoring in-house for 8 years, the belief that LBS would be more capable of providing the standard that LBS deemed mandatory for court supervision is evident.
- b. Describe the nature of the offeror's business, type of services performed, etc.
- LBS offers pretrial supervision programs for local courts. LBS takes pride in providing unparalleled customer service as well as customer experiences. LBS recognizes that not all offenders should be incarcerated but need to be motivated to change the way of life they have become accustomed to and must be introduced as to how to begin to make those changes. LBS provides 24 hour/7 day a week GPS and alcohol monitoring with dependable procedures in place. LBS is committed to delivering exceptional supervision of offenders and superior service to local courts.
- 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.
- Current Contract - Lawrence County Circuit and Associate Courts
-LBS Monitoring was awarded a jail depopulation contract in 2016 after a sealed bid was submitted to the county commissioners. LBS is the sole provider for county pay GPS Monitoring, Alcohol Monitoring, & Drug Testing in Lawrence County.
Current Clients - Stone, Greene, Taney, Webster, Jasper, Barton, McDonald, Barry, Douglas, & Dade County Associate and Circuit Courts
-LBS Monitoring has received most of its clients through word of mouth from previous clients, jails, court officials, public defenders, and private attorneys. LBS Monitoring is known for its highly efficient monitoring and exceptional customer service.
- c. 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. Marjorie D. Aleshire - LBS Monitoring Services, LLC Owner
- LBS Officers:
R. Mark Aleshire
Antonia Martinez-Gonzalez
Shannon Whitworth
Jerry Whitworth
- 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.
- LBS Monitoring does not nor has it ever had any pending litigation, civil or criminal judgments or 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.

LBS Monitoring Services, LLC, is registered with the State of Missouri and was established in 2016. LBS currently has no outstanding debt and all start up fees were paid with existing funds by the co-owners Marjorie and R. Mark Aleshire. LBS is a financially stable company.

EXHIBIT B

PRIOR EXPERIENCE REFERENCE

The offeror should copy and complete this form for each reference being submitted as demonstration of the offeror's and subcontractor's prior experience. In addition, the offeror is advised that if the contact person listed for the reference is unable to be reached during the evaluation, the listed experience may not be considered.

Offeror Name: <u>LBS Monitoring Services, LLC</u>	
Subcontractor Name, if applicable: _____	
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	39th District Court
Address of Reference Company: ✓ Street Address ✓ City, State, Zip	240 North Main Street Suite 110 Mt Vernon, MO 65712
Reference Contact Person Information: ✓ Name ✓ Phone # ✓ E-mail Address	The Honorable Judge Al Don Trotter 417-466-2471 don.trotter@courts.mo.gov
Dates of Prior Services:	2016 - Current
Dollar Value of Prior Services:	approximately \$170,000 annually
Description of Prior Services Performed:	GPS Monitoring Alcohol Monitoring Drug Testing

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

5/1/2023

Date of Signature

EXHIBIT B

PRIOR EXPERIENCE REFERENCE

The offeror should copy and complete this form for each reference being submitted as demonstration of the offeror's and subcontractor's prior experience. In addition, the offeror is advised that if the contact person listed for the reference is unable to be reached during the evaluation, the listed experience may not be considered.

Offeror Name: <u>LBS Monitoring Services, LLC</u>	
Subcontractor Name, if applicable: _____	
Reference Information (Prior Services Performed For:)	
Name of Reference Company:	39th District Court
Address of Reference Company: ☒ Street Address ☒ City, State, Zip	240 North Main Street Suite 110 Mt Vernon, MO 65712
Reference Contact Person Information: ☒ Name ☒ Phone # ☒ E-mail Address	The Honorable Judge Matthew R. Kasper 417-466-2471 matthew.kasper@courts.mo.gov
Dates of Prior Services:	2016 - Current
Dollar Value of Prior Services:	approximately \$170,000 annually
Description of Prior Services Performed:	GPS Monitoring Alcohol Monitoring Drug Testing

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

5-1-23

 Date of Signature

Attachment - B

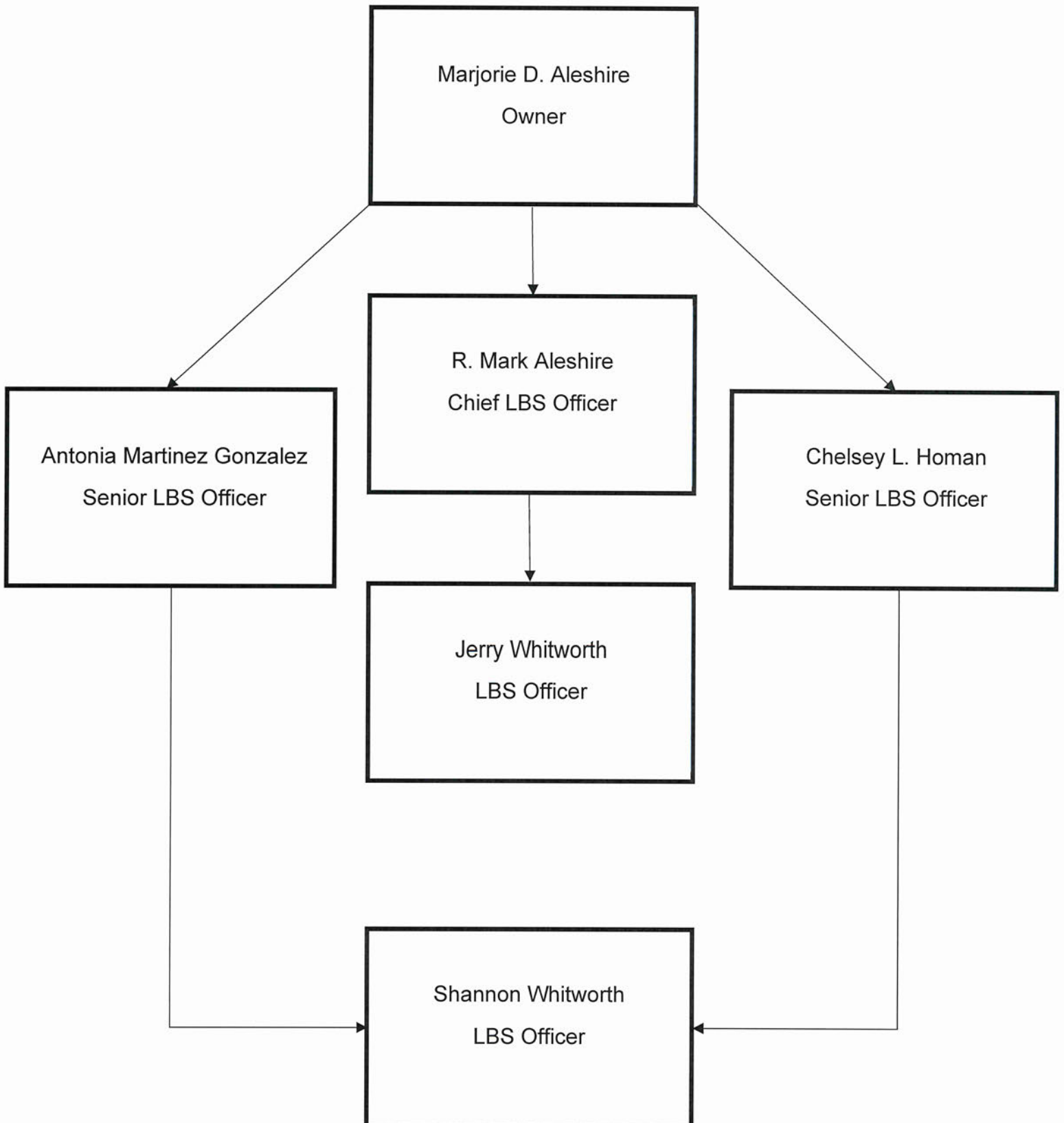


EXHIBIT C

PERSONNEL EXPERTISE SUMMARY

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

OFFEROR NAME: LBS Monitoring Services, LLC

Personnel	Background and Expertise of Personnel and Planned Duties
1. <u>Marjorie D. Aleshire</u> (Name) <u>Supervising Officer</u> Owner (Title) <u>Operations Supervisor</u> (Proposed Role/Function)	Marjorie is the owner of LBS. She is trained in all aspects of GPS monitoring and compliance. Marjorie is the liason between the courts and offenders. She attends court hearings, testifies as needed and reports directly to the court. Marjorie is responsible for communication with court officials, prosecutors and police officials. Marjorie responds to all "alarms" with set protocol standards, notifying police when necessary and staying in constant communication during pursuit. Marjorie handles the day to day obligations pertaining to running a business.
2. <u>R. Mark Aleshire</u> (Name) <u>LBS Officer</u> (Title) <u>Defendant Locator / Installation Tech./ Compliance Tech.</u> (Proposed Role/Function)	R. Mark Aleshire is an LBS Officer with a 15-year background in law enforcement. He oversees locating and apprehending of non-compliant offenders. He is responsible for the retrieval of lost, stolen, or withheld equipment. Mark is a trained Compliance Technician and supervises male observed specimen collections. He is also a trained Installation Technician for both GPS Monitors and TAD Monitors. Mark is responsible for after hours installations or removals due to jail or medical need. He also supervises medical related GPS removals.
3. <u>Antonia Martinez-Gonzalez</u> (Name) <u>LBS Officer</u> (Title) <u>Monitoring Specialist / Installation Tech. / Compliance Tech.</u> (Proposed Role/Function)	Antonia has been an LBS Officer for over 4 years and is trained in all areas of monitoring. She is bi-lingual and manages all Hispanic accounts. She is in charge of handling the accounts payable for both self-pay and county pay clients. Antonia is the inventory control specialist for LBS and handles all inventory needs for both monitoring and specimen collections. She is a trained Installation Technician for SL2 Units, GPS Monitors, and TAD Monitors. She is a skilled monitoring specialist, and a trained compliance tech. Antonia is trained in observed/non-observed specimen collection. She is trained in performing weekly monitor checks and verification of defendant info.
4. <u>Chelsey Lea Homan</u> (Name) <u>LBS Officer</u> (Title) <u>Monitoring Specialist / Installation Tech./ Compliance Tech.</u> (Proposed Role/Function)	Chelsey has been an LBS Officer for 2 years and is trained in many areas. She is a trained Installation Technician for SL2 Units, GPS Monitors and TAD Monitors. She is a skilled Monitoring Specialist and a trained Compliance Technician. Chelsey is trained in observed/non-observed specimen collection. She is trained in performing weekly monitor checks and verification of defendant logistic information.
5. <u>Shannon Whitworth</u> (Name) <u>LBS Officer</u> (Title) <u>Installation Tech. / Compliance Tech.</u> (Proposed Role/Function)	Shannon is a General Bail Bond Agent and the Owner of a successful bail bond company in Taney County. She is a college graduate with an associate degree in business and accounting. Shannon has been a LBS Officer for 3 years and is a trained Installation Technician and Compliance Technician. She is knowledgeable in GPS Monitor installation and specimen collection both observed and non-observed. Shannon is also trained to perform weekly check-ins outside of the LBS Office and is skilled in defendant information verification.
6. <u>Jerry Whitworth</u> (Name) <u>LBS Officer</u> (Title) <u>Installation Tech. / Compliance Tech./ Defendant Locator</u> (Proposed Role/Function)	Jerry is a Bail Bond Agent at a bail bond company in Taney County. He has 20+ years' experience in background checks and defendant apprehension. Jerry is a trained Defendant Locator and assists in the retrieval of lost, stolen, or withheld equipment. He also assists in locating defendants who have failed to charge their units and/or failed to stay in communication with LBS. Jerry is a trained Installation Technician and Compliance Technician. He is well versed in GPS monitor installation and specimen collection both observed and non-observed.

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: LBS Monitoring Services, LLC

1. Describe testing procedures, including but not limited to the following:
 - a. What is provided with which to collect the each sample (cups, chain of custody forms, mailing packets)?
 - Sealed pouch with collection container
 - Shipping label
 - Tamper seal
 - Bio bags
 - Chain of custody
 - b. Describe how the sample is transported to the testing laboratory (U S Postal, Fed Ex, UPS, etc.).
Fed Ex
 - c. Describe the methods of testing which are employed (LC/MS/MS, GS/MS, LC/MS, and/or Immunoassay methods).
LC/MS - GC/MS as needed per drug
 - d. Provide the testing cutoff levels which are available (100ng/mL, 250ng/mL, 500ng/mL, 1000 ng/mL).
What cutoff level is recommended to safe guard against incidental false positive? _____ng/mL
All testing cutoff levels meet the standards set by the Substance Abuse and Mental Health Services Administration (SAMHSA, USA)
 - e. Describe the turnaround time for results.
On Site - Immediate
Lab - Most results are available within 24-72 hours. depending on sample; however it can take up to 7 days in some situations.
 - f. Describe how test results will be reported (telephone, fax, or e-mail).
Web-portal and E-Mail
2. Describe the instruction or training provided to treatment court staff pertaining to properly collecting a sample and completing necessary documentation.
Online and Virtual 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.
All reports will be directed to Supervising Officer/Owner . Audit of performance standard will be performed routinely.
 - 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.

LBS Supervising Officer/Owner and Senior Officers will handle all reporting to the State of Missouri

EXHIBIT D, cont.

METHOD OF PERFORMANCE

OFFEROR NAME: LBS Monitoring Services, LLC

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 <u> </u>	No <u> X </u>
Describe and provide details:		

EXHIBIT E

EMPLOYEE BIDDING/ CONFLICT OF INTEREST

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		N/A
Name of State Employee, General Assembly Member, or Statewide Elected Official:		
	In what office/ agency are they employed?	
	Employment Title:	
Percentage of ownership interest in offeror's organization:		_____ %

OFFEROR NAME: LBS Monitoring Services, LLC

OSCA 18-007
Collector Guideline Acceptance Form

Office of State Courts Administrator



with the Office of

- ☐ 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

Marjorie D. Aleshire

30 April 2023

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.

Pat H. Siffman

39th

1May2023

Drug Court Judge/Coordinator

Circuit

Date

IdentoGO[®]

Missouri

IdentoGO Center (3500135)
105 W North St
Mount Vernon, Missouri 65712-1017

Registration Complete



REGISTRATION DETAILS

location

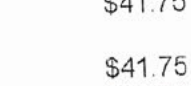
Mount Vernon, MO-W North St
IdentoGO
105 W North St
Mount Vernon, MO 65712
United States
[Get directions from Google Maps](#)

name

MARJORIE DORIS ALESHIRE

agency id

Office of The State Court Administrator Osca

Date: 05/01/2023@08:37 AM
Customer: MARJORIE D. ALESHIRE
OCA: COLLECTOR
ORI: MO920430Z
REGID: 
TCN: 
UE ID: 

Services

MO - Record Review \$41.75

u SubTotal: \$41.75
L Total: \$41.75

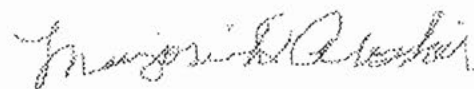
ti Payment
Credit Card ending in (2418) \$41.75

Amount Paid: \$41.75

In the event your appointment must be changed or cancelled, you must be notified by phone, email or both. You may receive an appointment reminder call (629) 206-xxxx and/or an email from No-reply@uenro

Credit Card Authorization

By signing, I authorize IDEMIA and/or their agents to charge my credit card for service (s) performed and/or products purchased. I agree that I will pay for this purchase in accordance with the issuing bank cardholder agreement.



Signature

PAYMENT DETAILS

Your total is \$41.75. Remember to bring a check, money or cash when you are fingerprinted. You will not be fingerprinted.

REMINDERS

Health and wellness are critical to our ability to serve the public. If you are feeling ill on the day of your appointment, we ask that you do not visit our Enrollment Center. Instead, please reschedule your appointment for a later date or call to reschedule your appointment. Be aware that if you have COVID or Flu like symptoms while at an Enrollment Center, we may

The results of your fingerprint background check will be sent directly to your employer or requesting agency. Your results will not be available through IdentoGO.



State of Missouri Department of Health and Senior Services

Family Care Safety Registry

April 30, 2023

[FCSR-BSEES Home](#)[Registration](#)[Good Cause Waiver](#)

For Your Information

Refer to Social Security card to ensure the number is entered correctly.

Questions? Call the FCSR toll-free at (866) 422-6872.



SEARCH BY REGISTRATION RESULTS

[Welcome to Registration Information](#)[Is A Person Registered](#)[Employer Information](#)[Register](#)

Social Security Number: [REDACTED] was found in the database.

This individual is registered with the Family Care Safety Registry (FCSR) or has submitted a registration pending processing by the FCSR. Individuals need to register only one time. **This is not a background screening.**

Eligible employers may obtain current background screening results on registered individuals, at no charge, via the Internet. To learn about requesting background screenings via the Internet, click [here](#). Employers may also request background screening results by calling the FCSR toll-free access line at (866) 422-6872 or by completing and submitting an [Employer Background Screening Request Form](#).

To search for another Social Security Number:

*Indicates a Required Field

Messages

Social Security Number Found

v3.0.12.0.231141640

[Site Information](#) | [FAQs](#) | [Related Links](#)