



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

Renewal 001

RFP NUMBER: OSCA 23-01792-18

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

ISSUE DATE: April 1, 2024

CONTACT: Trish Adamson

EMAIL: osca.contracts@courts.mo.gov PHONE

NO.: (573) 526-8818

DUE DATE: May 2, 2024

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, 2024 THROUGH JUNE 30, 2025

**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 		4/15/2023	
PRINTED NAME Jennifer Capps		TITLE Owner	
COMPANY NAME Capps Enterprises LLC DBA Private Probation Services			
MAILING ADDRESS 902 Edmond Suite 200			
CITY, STATE, ZIP St. Joseph, MO 64501			
TELEPHONE NUMBER 816-671-9151		EMAIL ADDRESS jennie.capps@privateprobationservices.com	

NOTICE OF AWARD (OSCA USE ONLY)

ACCEPTED BY OFFICE OF STATE COURTS ADMINISTRATOR AS FOLLOWS:		
As Submitted		
CONTRACT NO. OSCA 24-01792-18		CONTRACT PERIOD July 1, 2024 through June 31, 2025
CONTRACTS SECTION /s/Trish Adamson	DATE 5/20/24	DEPUTY STATE COURTS ADMINISTRATOR 

CONTRACT RENEWAL 001 to OSCA 23-01792-XX

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

Contract renewal period: July 1, 2024, through June 30, 2025

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 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 renewal shall be from date of award through June 30, 2025.

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

OFFEROR NAME: Capps Enterprises LLC DBA Private Probation Services

<u>SCRAM Alcohol Monitoring</u>	Product/Service	\$9	firm, fixed price per each unit
<u>SCRAM & Electronic Monitoring</u>	Product/Service	\$10	firm, fixed price per each unit
<u>Remote Breath Alcohol Monitoring</u>	Product/Service	\$8	firm, fixed price per each unit
<u>GPS Monitoring</u>	Product/Service	\$10	firm, fixed price per each unit
_____	Product/Service	\$	firm, fixed price per each unit
_____	Product/Service	\$	firm, fixed price per each unit
_____	Product/Service	\$	firm, fixed price per each unit

Electronic Monitoring

Pricing per participant

per day: \$8

per week: _____

per month: _____

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

If yes, please indicate number of days: _____

Deposit or Start Up fee required? Yes X No _____

If yes, what is the cost? \$30

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

Land line phone or internet required from Electronic Monitoring. No other additional requirements for the other monitoring types.

Please list counties for which you will provide this service:

Atchison, Holt, Nodaway, Andrew, Buchanan, Worth, Gentry, Dekalb, Clinton, Harrison, Daviess, Caldwell, Mercer, Grundy, Livingston, Putnam, Sullivan, Linn, Chariton, Schuyler, Adair, Macon, Randolph, Howard, Boone, Scotland, Knox, Shelby, Audrain, and Montgomery Counties