

RESOLUTION NO. 2014 - 298

RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, APPROVING THE TERMS OF A LETTER OF AGREEMENT BETWEEN ST. JOHNS COUNTY, FLORIDA AND FLORIDA DRUG TESTING INC. TO PROVIDE DRUG SCREENINGS AND RELATED SERVICES FOR FISCAL YEAR 2015; AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO EXECUTE THE LETTER OF AGREEMENT ON BEHALF OF ST. JOHNS COUNTY; PROVIDING FOR THE CORRECTION OF ERRORS; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, St. Johns County, Florida (County), St. Johns County Adult Drug Treatment Division (SJCADTD), seeks to enter into a Letter of Agreement with Florida Drug Testing Inc.(FDT), in order to provide drug screening services, and related services for Fiscal Year 2015; and

WHEREAS, the SJCADTD has recommended that the County and FDT formalize the relationship, and execute a Letter of Agreement for Fiscal Year 2015, so that FDT can provide such drug screening services, and related services for Fiscal Year 2015, for the benefit of the SJCADTD;

WHEREAS, the Fiscal Year 2015 Letter of Agreement between the County, and FDT establishes the rights, duties, and responsibilities of both the County and FDT with respect to providing drug screening services, and related services;

WHEREAS, the County reviewed the terms of the Fiscal Year 2015 Letter of Agreement (attached hereto, and incorporated herein; and

WHEREAS, the County has determined that accepting the terms of the Fiscal Year 2015 Letter of Agreement, and entering into a said Fiscal Year 2015 Letter of Agreement will serve the interest of the County.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, AS FOLLOWS:

Section 1. Incorporation of Recitals.

The above Recitals are hereby incorporated into the body of this Resolution, and are adopted as findings of fact.

Section 2. Approval and Authority to Execute.

The Board of County Commissioners hereby approves the terms of the Fiscal Year 2015 Letter of Agreement with Florida Drug Testing, Inc. to provide drug screenings and other related services for the St. Johns County Adult Drug Court Program, and authorizes the County Administrator, or designee, to execute the Letter of Agreement on behalf of the County.

Section 3. Correction of Errors.

To the extent that there are typographical, administrative or scrivener's errors that do not change the tone, tenor or concept of this Resolution, then this Resolution may be revised without further action by the Board of County Commissioners.

Section 4. Effective Date.

This Resolution shall be effective upon its execution.

PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, State of Florida, and this 21st day of October, 2014.

**BOARD OF COUNTY COMMISSIONERS
OF ST. JOHNS COUNTY, FLORIDA**

By: _____

John H. Morris
John H. Morris, Chair

ATTEST: CHERYL STRICKLAND, CLERK

By: _____

Ram Halterman
Deputy Clerk

RENDITION DATE 10/23/14



**LETTER OF AGREEMENT
DRUG SCREENING SERVICES for the
ST. JOHNS COUNTY ADULT DRUG COURT**

The purpose of this agreement is to specify the drug screening services that will be provided to St. Johns County, FL hereinafter known as the COUNTY by Florida Drug Testing, Inc., hereinafter known as the DRUG SCREENER, for the St. Johns County Adult Drug Court program. Understanding the importance of effectively detecting and deterring the use of mood-altering substances by program participants and candidates, both parties agree that timely, accurate screening is of great importance.

Therefore, the DRUG SCREENER agrees to:

1. Collect and screen urine samples of drug court participants and candidates to include:
 - a. Following all written procedures established by the DRUG SCREENER
 - b. Providing same sex observed urine sample collections
 - c. Checking and recording the temperature of the urine sample
 - d. Checking for dilution and adulteration of urine sample and recording findings
 - e. Using a Chain of Custody Form approved by the Drug Court Coordinator that provides an opportunity for the donor to disclose recently used alcohol and other drugs
 - f. Unless otherwise agreed upon in writing with the Drug Court Coordinator, the urine samples will be tested for the following twelve (12) substances (and cut-off levels):
 - i. ethanol (0.02 GMS%)
 - ii. benzodiazepines (300 ng/ml)
 - iii. barbiturates (300 ng/ml)
 - iv. cocaine (150 ng/ml)
 - v. marijuana (50 ng/ml)
 - vi. extended opiates (300 ng/ml)
 - vii. amphetamines / methamphetamines (1000 ng/ml)
 - viii. oxycodone (100 ng/ml)
 - ix. methadone (300 ng/ml)

- x. propoxyphene (300 ng/ml)
 - xi. phencyclidine (25 ng/ml)
 - xii. creatinine (20 mg/dl) and specific gravity (1.003)
- g. Emailing screening results to the Drug Court Coordinator and designated team members within 24 to 72 hours of taking custody of the urine sample.
 - h. Collecting urine samples of program participants and candidates up to three (3) times per week during the one hour time frame pre-designated upon mutual agreement of the Drug Court Coordinator and the DRUG SCREENER. Such collections may take place on work days, weekends and holidays provided the date is mutually acceptable to the DRUG SCREENER and the Drug Court Coordinator.
2. Provide the Drug Court Coordinator with the current version of written lab procedures within one week of signing this agreement.
 3. Provide copies of completed Chain of Custody Forms to the Drug Court Coordinator upon request.
 4. Send out all positive samples for confirmation testing to a Substance Abuse and Mental Health Services Administration (SAMHSA) certified lab that uses GC/MS or LC/MS/MS confirmation methods. Written positive confirmation results must include quantified levels of detected substance.
 5. Periodically attend Drug Court Pre-Hearings or Hearings when requested by the Drug Court Coordinator to provide insight into questions about cross reactivity, the chain of custody, testing procedures, etc.
 6. Be available to the Drug Court Coordinator by phone or email between 8AM and 5PM during normal business hours.
 7. Pick-up pre-collected urine samples at designated collection site provided chain of custody and storage practices meet the SCREENERS established written standards.
 8. Use alternative screening tools with program participants and candidates such as breathalyzers, oral fluid testing and hair testing only after approval of the Drug Court Coordinator.
 9. Submit an accurate written invoice requesting payment to the Drug Court Coordinator

with a copy to the Seventh Circuit Drug Court Manager by the tenth of each month for services rendered the month prior. The invoice will include the number of each type of screen completed, the total amount due and any other reasonable information requested by the Drug Court Coordinator. The costs for screening and confirmation results for the primary twelve tests listed above that are sent to the Drug Court Coordinator outside of the established minimum time frame of 72 hours will be listed and subtracted from the invoice. There will be no charge for samples that are spoiled or lost.

The COUNTY agrees to:

1. Make the Drug Court Coordinator routinely available by phone and email to assist the DRUG SCREENER by providing information during normal business hours.
2. Provide the DRUG SCREENER a monthly calendar two weeks in advance for mutually agreed upon collection dates and times.
3. Arrange for the use of a suitable location near the St. Johns County Courthouse that may be used for the purposes of collecting urine samples.
4. Contingent upon the availability of funding, compensate the DRUG SCREENER twenty dollars (\$20.00) for each sample that is collected and tested for the twelve (12) panel urine drug screens specified above.
5. Contingent upon the availability of funding, compensate the DRUG SCREENER for each requested specialty test sample sent out for confirmation with results received by the Drug Court Coordinator within 72 hours of taking custody of the urine sample. Each confirmation test will be billed for using the following schedule of costs:
 - a. \$20.00 for EtG (500 ng/ml)/EtS (100 ng/ml) alcohol marker testing via LC/MS/MS
 - b. \$45.00 for synthetic cannabinoid (K2/Spice) testing via LC/MS/MS
 - c. \$40.00 for MDPV, mephedrone (bath) salt testing via LC/MS/MS
 - d. \$25.00 for tramadol (Ultram) testing via GC/MS
 - e. \$25.00 for buprenorphine (Suboxone) testing via GC/MS
 - f. \$25.00 for carisoprodol (Soma) testing via GC/MS
 - g. \$30.00 for Gamma-Hydroxybutyric acid (GHB)

- h. \$30.00 for mdma (ecstasy)
 - i. \$35.00 for LSD
 - j. Other substances and costs as needed and agreed upon in writing by the DRUG SCREENER and the Drug Court Coordinator
6. The SCREENER will also make available for sale to the County, the following instant onsite testing kits at the following costs:
- a. \$3.00 for six panel instant drug screens
 - b. \$1.82 for buprenorphine single panel instant drug screens (comes in box of 25)
 - c. \$1.70 for tramadol single panel instant drug screen (comes in box of 25)
7. Alcohol breathalyzer screens will be conducted and recorded upon request of the Drug Court Coordinator for a fee of \$3.50 each.

The maximum amount paid under this contract for this one-year term will not exceed thirty-five thousand and 00/100 dollars (\$35,000.00) and is subject to the availability of funding.

TERMS AND TERMINATION

The COUNTY and DRUG SCREENER affirm that this agreement shall commence on October 1, 2014 and terminate no later than September 30, 2015, unless earlier terminated as provided herein. Either party may terminate the contract without cause with a minimum thirty (30) days written notice. This Agreement may be extended for an additional year by written agreement of both the County and the DRUG SCREENER.

Agreed this _____ day of _____ 2014 in St. Augustine, Florida.

Dawn Brown, President, Florida Drug Testing, Inc
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Phone: 386-228-2002; Fax: 386-775-4958; Email: drugtesting@embarqmail.com

Michael D. Wanchick, County Administrator, St. Johns County, FL