



EMPLOYEE DRUG AND ALCOHOL PROGRAM CONTRACT

Human Resources Department

City Council
June 25, 2019

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BACKGROUND

1. The Human Resources Department coordinates the City's compliance with the US Department of Transportation Drug and Alcohol Testing requirements for supervisors and employees; and
2. Approximately 400 employees are designated as safety sensitive and subject to testing.



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RFP 1879

1. The City issued RFP No. 1879 for drug and alcohol program administration services;
2. The City received 4 proposals;
3. The selection committee was comprised of representatives from six City departments;
4. All potential vendors were interviewed and evaluated; and
5. The City received one protest and evaluated the merits of the protest accordingly.



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RECOMMENDATIONS

That the City Council:

1. Approve the Professional Consultant Services Agreement with Addiction Medicine Consultants, Inc., of Colton, California, for the Employee Drug and Alcohol Program Administration for a three-year term, with the option for two one-year extensions, in an amount not-to-exceed \$25,000 annually; and
2. Authorize the City Manager, or his designee, to execute the Agreement with Addiction Medicine Consultants, Inc., including making minor and non-substantive changes and to execute all contract extensions.



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