

Independent Cost Estimate (ICE)

INDEPENDENT COST ESTIMATE SUMMARY FORM

Project Name/Number: Drug and Alcohol Testing Services

Date of Estimate: 8/15/2025

Description of Goods/Services: RTA Drug and Alcohol Program Testing

- ☒ New Procurement
☐ Contract Modification (Change Order)
☐ Exercise of Option

Method of Obtaining Estimate:

Attach additional documentation such as previous pricing, documentation, emails, internet screen shots, estimates on letterhead, etc.

- ☐ Published Price List (attach source and date)
☒ Historical Pricing (attach copy of documentation from previous PO/Contract)
☐ Comparable Purchases by Other Agencies (attach email correspondence)
☐ Engineering or Technical Estimate (attach)
☒ Independent Third-Party Estimate (attach)
☐ Other (specify) _____ attach documentation
☐ Pre-established pricing resulting from competition (Contract Modification only)

Through the method(s) stated above, it has been determined the estimated
total cost of the goods/services is \$ 155,000

The preceding independent cost estimate was prepared by:

Shalome Jenkins

Name

Signature

The Drug and Alcohol Department is formally requesting the approval process which is to satisfy the balance of our current initial 2-year contract. The first year of the contract was valued at \$95,000, and we are requesting the remanding balance of 155,000 to solidify our initial 2-year contract in which we are still in.

This request also includes an increase to our budget allocation for FTA Drug and Alcohol Testing due to both fluctuations in testing needs and increased service rates. Throughout the year, testing volumes and associated costs can vary significantly based on operational incidents, staffing changes, and regulatory compliance requirements. These factors include:

- Post-Accident Tests (daytime and after-hours rates)
- Reinstatement testing
- 90-Day Return to Work drug tests
- New Hire DOT and Non-DOT drug tests
- Over 500 Random Tests annually (daytime and after-hours)
- Wait Time Fees
- Reasonable Suspicion Tests (daytime and after-hours)
- Follow-Up Tests (per SAP recommendations)
- Retesting Negative Dilute results
- Quarterly Statistical Pulls for compliance tracking
- Yearly FTA Audit Support
- Yearly MIS Audit Reports

The original pricing, established in prior years, no longer reflects current market rates. In addition, the unpredictable nature of certain events—such as post-accident or after-hours testing—can significantly impact monthly invoices, making it difficult to accurately forecast annual totals.

To maintain compliance with FTA regulations and ensure the integrity of our federally mandated Drug and Alcohol Program, we must have sufficient funding to accommodate these variances. Therefore, I am requesting the allocation of additional funds, with the understanding that final costs will depend on the number of incidents and compliance events that occur during each year of the extended contract.

Thank you for your consideration and continued support of our compliance obligations.

