

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**FDOT DESCRIPTION OF INTENDED
 SINGLE SOURCE PURCHASE
 (PUR 7776)**

375-040-53
 PROCUREMENT
 03/19

AGENCY: DEPARTMENT OF TRANSPORTATION

TITLE: Controlled Substances and Alcohol Use Testing

Short description of the commodity or service desired: Controlled substances and alcohol use testing for a CDL for FDOT position or in state designated "mandatory testing position."

CONTACT

Name: Jocelyn Moore

Address: 605 Suwannee Street, MS 20 Tallahassee, FL 32399-0450

Telephone: 850.414.4482

Email: CO.Purch@dot.state.fl.us

Internal tracking number, if any: **DOT-SS-27-9002-JM**

Date posted: Wednesday, July 1, 2026 **Last day for receipt of information:** Monday, July 27, 2026

This description of commodities or contractual services intended for purchase from a single source is posted in accordance with section 287.057(3)(c), Florida Statutes and will remain posted for a period of at least 15 business days.

Commodity or Service Required (commodity class and group, manufacturer, model, and description, as appropriate):
85121810: Drug or alcohol screening

Quantity or Term (as appropriate): One Year

Requestor (division, bureau, office, individual, as appropriate): Andrea Cole - Human Resources Office

Performance and/or Design Requirements (intended use, function or application, compatibility etc. requirements; reference to policy, rule, statute or other act of the Legislature, etc., as appropriate): Effective January 1, 1995, the Federal Motor Carrier Safety Administration (FMCSA) requires the Florida Department of Transportation (Department), as a State agency engaged in intrastate transport, to maintain an alcohol use and controlled substances testing program for employees who operate a commercial motor vehicle and are required to be in possession of a commercial driver license (CDL). The Department is an employer as defined in the Federal Highway Administration (FHWA) 49 CFR §382.107. Additionally, under the State of Florida Drug-Free Workplace (§§112.0455, 440.102, Fla. Stat.), the Department is required to test job applicants and employees in positions that are considered safety-sensitive or "Mandatory-testing positions".

Moreover, in accordance with 49 CFR §382.701(b), the Department must conduct a query on all employees subject to controlled substance and alcohol testing to determine whether information exists in the FMCSA's Drug and Alcohol Clearinghouse that would prevent the employee from performing any safety-sensitive functions. In order to comply with the federal rule, the Department works with a vendor who is our Third Party Administrator (TPA) to perform a limited query annually on all current employees holding a CDL.

The TPA also provides a Screening & Compliance system for creating and tracking digital tracking orders, a list of closest collection sites, and test results. The TPA is the record custodian of the Department's alcohol and controlled substances testing records. They serve as the intermediary between the lab and collection site as well as the donor and collection site, working to address any concerns or issues that arise during the testing process as expeditiously as possible. The TPA need the ability to handle multiple service requests from several districts on a weekly basis in a timely manner. Without the continuation of this TPA, the continuity of the drug screening program at the Department will be in jeopardy, which could delay hiring of applicants into safety-sensitive and CDL-required positions, delay multiple transportation projects in the field, and put the Department at risk for potential loss of federal funding for transportation projects if audited and found to be out of compliance with federal and state laws.

Intended source (vendor, contractor): NMS Management Services, Inc.

Estimated Dollar Amount: \$45,000.00

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**FDOT DESCRIPTION OF INTENDED
SINGLE SOURCE PURCHASE
(PUR 7776)**

375-040-53
PROCUREMENT
03/19

Justification for single source acquisition (what is necessary and unique about the product, service or source; steps taken to confirm unavailability of competition, as appropriate): NMS Management Services Inc. (NMS) is the only known vendor able to maintain continuity of complete drug screening services and compliance to the Department without interruption of services for the 2026-2027 fiscal year. They provide a one person point of contact for addressing all areas of concern, with normal response time to inquiries taking less than an hour. NMS has their own Screening & Compliance Portal allowing for digital creation of both Federal (DOT) and State of Florida (Non-DOT) Chain of Custody Forms, advising of all DOT certified collection sites in the area that are able to perform the requested test and listed in distance from the selected address, tracking of collected specimens and rendering of results. As the custodian of Department drug testing records, they handle retention and destruction of records according to federal and state rules, address issues occurring between a donor and collection site and/or the collection site and testing laboratory, provide consulting services, and training as needed. They coordinate with donors who need to seek treatment with a Substance Abuse Professional after receiving a positive test result and help them navigate the return to duty process. Additionally, NMS performs a limited query on all employees who are required to maintain a CDL for their position with the Department in the FMCSA's Drug & Alcohol Clearinghouse.

Approved By: (names & titles, as appropriate to Post on Vendor Bid System (VBS), e.g., requestor, requestor management, information systems, budget, purchasing):

Paul Baker
188514BE6C6F5E4BA
Authorized Signature

State Purchasing Administrator
Title

Central Office Legal Review:

Giselle Justo
D0F38D9FF5E4D418
Authorized Signature

Assistant General Counsel
Title

Legal review by the Office of General Counsel is required prior to posting. Please coordinate with District Legal Counsel prior to submission to the Office of General Counsel, MS-58.

Prospective vendors are requested to provide information regarding their ability to supply the commodities or contractual services described. If it is determined in writing by the agency, after reviewing any information received from prospective vendors, that the commodities or contractual services are available only from a single source, the agency shall:

1. Provide notice of its intended decision to enter a single-source purchase contract in the manner specified in s.120.57 (3) F.S.