



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

**RFP NO. OSCA 11-029-00**  
**AMENDMENT: 001**  
**TITLE: Drug/Alcohol Testing**  
**Equipment & Services**  
**ISSUE DATE: January 28, 2011**

**CONTACT: Russell Rottmann**  
**PHONE NO.: (573) 522-6766**  
**E-MAIL: osca.contracts@courts.mo.gov**

**RETURN PROPOSAL NO LATER THAN: February 10, 2011 AT 5:00 PM**

**MAILING INSTRUCTIONS:** Print or type **RFP Number** and **Return Due Date** on the lower left hand corner of the envelope or package.

**RETURN PROPOSAL TO:**

(U.S. Mail)  
 Office of State Courts Administrator  
 Contracts Unit  
 PO Box 104480  
 Jefferson City Mo 65110 - 4480

or

(Courier Service)  
 Office of State Courts Administrator  
 Contracts Unit  
 2112 Industrial Dr  
 Jefferson City Mo 65109

**CONTRACT PERIOD: JULY 1, 2011 THROUGH JUNE 30, 2012**

**DELIVER SUPPLIES/SERVICES FOB DESTINATION TO THE FOLLOWING ADDRESS:**

**MISSOURI TREATMENT COURTS THROUGHOUT THE STATE OF MISSOURI**

The vendor 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. The vendor further agrees that the language of this RFP shall govern in the event of a conflict with his/her proposal. The vendor 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 vendor and the Office of State Courts Administrator.

**SIGNATURE REQUIRED**

<b>AUTHORIZED SIGNATURE</b> 		<b>DATE</b> 02/9/11
<b>PRINTED NAME</b> Chris H. Dalton		<b>TITLE</b> President
<b>NAME</b> Intoximeters Inc.		
<b>MAILING ADDRESS</b> 2081 Craig Road		
<b>CITY, STATE, ZIP</b> St. Louis, MO. 63146		
<b>VENDOR NO. (IF KNOWN)</b>		<b>FEDERAL EMPLOYER ID NO.</b> 43-0906533
<b>PHONE NO.</b> 314-429-4000	<b>FAX NO.</b> 314-429-4170	<b>E-MAIL ADDRESS</b> sales@intox.com

**NOTICE OF AWARD (OSCA USE ONLY)**

<b>ACCEPTED BY OFFICE OF STATE COURTS ADMINISTRATOR AS FOLLOWS:</b> <i>IN ITS ENTIRETY AS SUBMITTED</i>		
<b>CONTRACT NO.</b> <i>OSCA 11-029-10</i>	<b>CONTRACT PERIOD</b> <i>July 1, 2011 through JUNE 30, 2012</i>	
<b>CONTACTS COORDINATOR</b> <i>Robert J. Conner</i>	<b>DATE</b> <i>2-23-2011</i>	<b>STATE COURTS ADMINISTRATOR</b> <i>Deborah J. Linder</i>

**OSCA 11- 029**

**EXHIBIT A**

**VENDOR INFORMATION**

The vendor should provide the following information about their organization:

- a. Provide a brief company history, including the founding date and number of years in business as currently constituted.

**Intoximeters was started in 1937 and was incorporated June 3, 1968.**

- b. Describe the nature of the vendor's business, type of services performed, etc.

**Manufacture and sales of breath alcohol testing instruments and supplies.**

- c. Provide a list of and a short summary of information regarding the vendor's current contracts/clients. List, identify, and provide reasons for each contract/client gained and lost in the past 2 years.

**Current Contracts held with Intoximeters for Breath Alcohol Testing instruments include:**

**MO Office of State Courts-Contract #OSCA 08-005-07**

**State of Illinois-Contract #4016568**

**Wisconsin Department of Transportation-Contract #406101**

- b. Describe the structure of the organization including any board of directors, partners, top departmental management, corporate organization, corporate trade affiliations, any parent/subsidiary affiliations with other firms, etc.

**Intoximeters is a privately owned company located in the State of Missouri. Executive Officers include:**

**Macquorn M. Forrester-Chairman**

**M. Rankine Forrester-Chief Executive Officer**

**Christopher H. Dalton-President**

- d. Provide a list summarizing pending litigation, any civil or criminal judgments, any bankruptcy proceedings, etc., that could affect the vendor's ability to perform. Failure to list such litigation may result in rejection of the proposal or in termination of any subsequent contract.

**None**

- f. Document the vendor's financial solvency in a manner that is acceptable for public review. Audited financial statements for the last year will provide such documentation; however, the statements will become public information. If the vendor is a subsidiary, also provide the documentation for the parent company.

**Intoximeters is in GOOD STANDING with the State of Missouri.**

PRICING PAGE

The vendor shall provide the 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 vendor shall provide a listing of each product and/or service with a firm, fixed price for each product and/or service.

*More lines may be added, if needed.*

<u>Alco-Sensor III/Part #12-0210-00</u> Product name	<u>\$275.00</u> firm, fixed price per each unit
<u>Alco-Sensor FST/Part #40-0010-00</u> Product name	<u>1 to 4 = \$415.00</u> firm, fixed price per each unit <u>5 to 9 = \$405.00</u> <u>10+ = \$395.00</u>
<u>ASIII Mouthpiece/Part #23-0040-00</u> Product name	<u>\$0.17</u> firm, fixed price per each unit
<u>FST Mouthpiece/Part#23-0120-00</u> Product name	<u>\$0.17</u> firm, fixed price per each unit
<u>108L Dry Gas (.082)C/Part #22-0080-01</u> Product name	<u>\$149.00</u> firm, fixed price per each unit
** <u>1.5 LPM Regulator/Part #22-0200-00</u> Product name	<u>\$109.00</u> firm, fixed price per each unit
** <u>6 LPM Regulator/Part #22-0640-00</u> Product name	<u>\$109.00</u> firm, fixed price per each unit

**Electronic Alcohol Monitoring**

Pricing per participant

per day: Not Applicable to Intoximeters Proposal

per week: \_\_\_\_\_

per month: \_\_\_\_\_

Is there a minimum number of days? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please indicate number of days: \_\_\_\_\_

Deposit or Start Up fee required? Yes \_\_\_\_\_ How much? \_\_\_\_\_ No \_\_\_\_\_

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

\_\_\_\_\_

Please list counties you will provide this service:

\*\*Note: The 1.5 LPM Regulator is required for calibration of the Alco-Sensor III instrument.  
The 6 LPM Regulator is required for calibration of the Alco-Sensor FST instrument.

**OSCA 11- 029**  
**EXHIBIT D**

**PROPOSED METHOD OF PERFORMANCE**

In order to meet your requirements in the most efficient way, Intoximeters is willing to meet and discuss your particular needs. Once the purchase order is released. Intoximeters uses working performance methodologies that identify the key phases that apply to your project along with responsibilities. Please find below an overview of the project.

TASK	ACTIVITY
Understanding and defining the project	We will meet with you to establish the goals for the project to ensure that we capture and understand all your requirements prior to deliveries.
Scheduling	Intoximeters will ensure that all schedules include appropriate milestones for training and delivery deadlines.
Project Manager	Every project has a dedicated project manager. Intoximeters' project manager will assemble a team suitable for the requirements of this project using internal personnel where needed to ensure a full set of expertise is available for this project. Intoximeters' project managers clearly allocate responsibilities, tasks and deadlines to the project team.
Technical Support	We provide a wide variety of support to our customers. Our office is open 8-5pm Monday through Friday and an 1-800 number is available to our users. We also provide local sales representation to answer most questions.
Documentation	We have a number of standard documents that are used to meet project requirements and may be modified where necessary. Our standard documents such as instrument manuals, Maintenance manuals, and training curriculum are constantly being adapted and evolving to meet customer needs and the demands of a new project.
Delivery Schedule	Intoximeters builds approximately 1,000 hand-held instruments per month. Given our production track record, lead times and quantities required under this contract will be easily met by Intoximeters.
Training	Intoximeters will provide instrument training materials as required in this RFP.
Review Phase	This is an ongoing review that identifies key objectives and goals that have been met as defined by the project. Periodically we meet with the end user to ensure all outstanding work has been completed or any new jobs are required.