

**Bid Tabulation Packet  
for  
Solicitation 05231-12**

**Services: Offender Specimen Collection & Drug Testing**



**Collin County**

## Treatment Assessment Screening Center

Bid Contact **joe candelaria**  
[jcandelaria@tascaz.org](mailto:jcandelaria@tascaz.org)  
 Ph 602-290-1189

Address **2234 North 7th Street**  
**Phoenix, AZ 85006**

Item #	Line Item	Notes	Unit Price	Qty/Unit	Total Price	Attch.	Docs
05231-12--01-01	13 Panel Test : Screen and (Automatic) Confirm	Supplier Product Code:	First Offer - \$14.50	1 / each	\$14.50		Y
05231-12--01-02	13 Panel Test : Screen Only	Supplier Product Code:	First Offer - \$11.50	1 / each	\$11.50		Y
05231-12--01-03	13 Panel Test : Confirm	Supplier Product Code:	First Offer - \$10.00	1 / each	\$10.00		Y
					<b>\$36.00</b>		
Item #	Line Item	Notes	Unit Price	Lot Total Qty/Unit	Total Price	Attch.	Docs
05231-12--02-01	5 Panel: Screen and Confirm	Supplier Product Code:	First Offer - \$9.50	1 / each	\$9.50		Y
05231-12--02-02	5 Panel: Screen Only	Supplier Product Code:	First Offer - \$7.50	1 / each	\$7.50		Y
05231-12--02-03	5 Panel: Confirm	Supplier Product Code:	First Offer - \$10.00	1 / each	\$10.00		Y
					<b>\$27.00</b>		
Item #	Line Item	Notes	Unit Price	Lot Total Qty/Unit	Total Price	Attch.	Docs
05231-12--03-01	6-Panel: Screen and Confirm	Supplier Product Code:	First Offer - \$9.70	1 / each	\$9.70		Y
05231-12--03-02	6-Panel: Screen Only	Supplier Product Code:	First Offer - \$7.70	1 / each	\$7.70		Y
05231-12--03-03	6-Panel: Confirm	Supplier Product Code:	First Offer - \$10.00	1 / each	\$10.00		Y
					<b>\$27.40</b>		
Item #	Line Item	Notes	Unit Price	Lot Total Qty/Unit	Total Price	Attch.	Docs
05231-12--04-01	7-Panel: Screen and Confirm	Supplier Product Code:	First Offer - \$9.90	1 / each	\$9.90		Y
					<b>\$9.90</b>		
Item #	Line Item	Notes	Unit Price	Lot Total Qty/Unit	Total Price	Attch.	Docs
05231-12--05-01	ETG - Alcohol: ETG - Alcohol with Confirmation	Supplier Product Code:	First Offer - \$15.50	1 / each	\$15.50		Y
					<b>\$15.50</b>		
					<b>Lot Total</b>		
					<b>\$15.50</b>		

Item #	Line Item Notes	Unit Price	Qty/Unit	Total Price	Attch.	Docs	
05231-12--06-01	Additional Tests: State Pricing for Additional Tests	<b>Supplier</b> <b>Product Code:</b> <b>Supplier</b> <b>Notes: 1.</b> Additional tests Available as a screen to Add To a Panel: Ecstasy, Oxycontin, Soma (Carisoprodol), Heroin (6-Acetylmorphine) at \$4.00 each with confirmation at \$10.00 each. <b>2.</b> Suboxone (Buprenorphine) screen at \$4.00 each, with confirmation at \$20.00. <b>3.</b> ETG available as a screen only added to a panel at \$5.00; confirmation is \$15.50; <b>4.</b> Synthetic Cannabinoids (Spice) screen available for \$10.00; confirmation \$20.00	<b>First Offer - \$4.00</b>	1 / each	<b>\$4.00</b>	<b>Y</b>	<b>Y</b>
			Lot Total	<b>\$4.00</b>	Supplier Total	<b>\$119.80</b>	

Treatment Assessment Screening Center

Item: **Additional Tests:State Pricing for Additional Tests**

**Attachments**

final proposal submitted by TASC 2012.pdf

W9 form signed.pdf

**OFFICE OF THE PURCHASING AGENT  
COLLIN COUNTY ADMINISTRATION BUILDING  
2300 BLOOMDALE, SUITE 3160  
McKINNEY, TEXAS 75071**

**RFP NO. 05231-12**

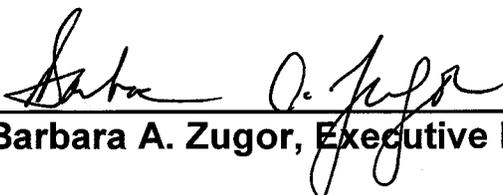
**SERVICES: OFFENDER SPECIMEN COLLECTION &  
DRUG TESTING**

**OPENING: THURSDAY, JUNE 28, 2012, 2:00 P.M.**

**PROPOSAL SUBMITTED BY:**

**TREATMENT ASSESSMENT SCREENING CENTER, INC.  
(TASC, INC.)  
2234 NORTH 7<sup>TH</sup> STREET  
PHOENIX, ARIZONA 85006  
602-254-7328 EXT. 108  
Fx. 602-255-0851**

**By:**

  
\_\_\_\_\_  
**Barbara A. Zugor, Executive Director**

**RFP NO. 05231-12**  
**SERVICES – OFFENDER SPECIMEN COLLECTION & DRUG TESTING**

**TABLE OF CONTENTS**

<u>Section</u>	<u>Page No.</u>
6.2 Summary Information.....	1
6.2.1 Identification of Vendor.....	1
6.2.2 Vendor’s Licenses and Accreditations.....	2
6.2.3 Vendor’s Statement of Understanding.....	2
6.2.4 Resources.....	2
6.2.5 Qualifications of Staff.....	4
6.2.6 Question Regarding Staff.....	4
6.3.2 Vendor’s Response to “Required Services”.....	5
5.8.1 Staffing.....	5
5.8.2 Randomization System.....	5
5.8.3 IVR System.....	5
5.8.4 Electronic Results.....	6
5.8.5 Specimen Transportation.....	8
5.8.6 Adulteration/Dilution Testing.....	8
5.8.7 Expert Testimony.....	8
5.8.8 Financial Audit.....	9
5.9 Collections and Panels.....	9
5.9.2 Additional Testing.....	9
5.10 Collection Location and Hours.....	9
5.11 Randomization Call-In.....	10
5.12 Electronic Submission of Results.....	10
5.13 Alternative Testing.....	10
5.14 Required Reports.....	10
5.14.1 Financial.....	10
5.14.2 Statistical Reports.....	10
5.14.3 Access to Lab Data.....	11
5.14.4 RUDTP Logs.....	11
5.54 Implementation Plan.....	11
6.4.1 Vendor Contact Information.....	11
6.4.2 Business Form of Vendor.....	11
6.4.3 Vendor’s Insurance Information.....	16
6.4.4 Reference Information.....	18
6.4.5 Civil Lawsuits.....	19
6.4.6 Criminal Cases.....	19
6.5 Financial Statements.....	19
 ATTACHMENTS:	
Laboratory Accreditations.....	20
Resumes.....	24
Sample Reports.....	40
Audited Financial Statements.....	46

## 6.2 SUMMARY INFORMATION

### 6.2.1 Identification of Vendor including brief history

Treatment Assessment Screening Center, Inc. (TASC) is a private, non-profit, 501(c)(3) corporation which is governed by a voluntary Board of Directors. Founded in Arizona in 1977, TASC is recognized nationally as an innovator in working collaboratively with the criminal justice system in the development and implementation of urinalysis and behavioral health programs. The TASC laboratory is exclusively dedicated to drug of abuse analysis and is a pacesetter in meeting and creating standards and procedures required within this specialized field of toxicology. TASC is well known and praised for our direct services we provide for juveniles and adults in Probation (federal and state) and Parole Departments for the entire state of Arizona, Adult and Juvenile Drug Courts, Family and Domestic Courts, Pretrial Services, Child Protective Services Departments, Child Custody programs, prisons as well as other justice court systems. Currently TASC operates 12 collection offices statewide.

The TASC Laboratory adheres to all federal and state regulations regarding the operation of a laboratory and drug testing. TASC's laboratory is accredited by the College of American Pathologists (CAP) under the CAP Forensic Drug Testing Program (LAP: 3201701; AU-ID: 1050328). This involves rigorous on-site inspections for continuous accreditation, annual self reviews sent to the agency, plus continuous graded proficiency testing, quality assurance, staff education and training requirements. The laboratory follows the recommendations of the Substance Abuse and Mental Health Services Administration (SAMHSA) and CAP for our testing procedures, including the established cutoff levels. All privacy of test results and the release of all information as stated in the Health Insurance Portability and Accountability Act (HIPAA) and the Code of Federal Regulations 42CFR are followed. TASC has a Drug Enforcement Agency (DEA) certificate, which is renewed annually allowing us to have controlled substances on the premises. TASC also has its Texas DPS Accreditation in the discipline of Toxicology.

TASC adheres to high standards in all testing procedures for contracted criminal justice agencies and private accounts. TASC laboratory performs a wide range of state-of-the-art testing methodologies from enzyme immunoassay to Mass Spectrometry confirmations (GC/MS and LC/MS/MS), the former of which is still currently the industry "gold standard" for drug confirmations with high levels of specificity and sensitivity.

TASC specializes in servicing the criminal justice clientele. TASC provides all services involved in the process of drug analysis from the point of visually observed collections for the criminal justice clients as well as adulteration testing, through to the release of the final result. All laboratory services are provided by TASC employees; no services are subcontracted, giving complete quality control of all processes involved. All TASC sites utilize visually observed monitored collections. TASC believes this is a critical component in a valid drug testing program. Legal accountability is documented by strict chain-of-custody procedures and adherence to federal and state requirements for confidentiality is strictly followed. TASC understands that every testing situation is as

diverse as the clients we service. TASC offers our contracts the flexibility for these unique requirements.

TASC's extensive experience and dedication in the field of forensic toxicology for over the past 30 years has provided our laboratory the knowledge and the understanding necessary to fulfill the objectives as stated in this proposal, not only in the laboratory setting but also in the area of Information Technology.

TASC has an exceptional IT Department, which will work closely with the Collin County CSCD in order to create the referral, result and reporting system specific to your needs. TASC data management is fully automated. Requisitions and results are electronically captured, not manually entered, eliminating transcription errors. Random testing programs and custom reporting options are also available via our secure Web portal. Both random and scheduled testing is offered by TASC and can be easily initiated and changed at the discretion of the probation officer via our electronic system.

### **6.2.2 License and accreditations**

TASC's laboratory is accredited by the College of American Pathologists (CAP) under the CAP Forensic Drug Testing Program (LAP: 3201701; AU-ID: 1050328). TASC also has its Texas DPS Accreditation from the Texas Crime Lab Services. CAP and Texas DPS Accreditation Certificates are attached at the end of this proposal.

### **6.2.3 Statement of understanding of proposal and program objectives.**

TASC understands the proposal and program objectives as stated in the solicitation. TASC is very confident in being able to provide excellent service to the Department. As stated in the overview, TASC specializes in the exact type of service the Department is requesting. Our customer service, laboratory and IT Department staff are trained specifically to cater to the needs of the criminal justice customer.

### **6.2.4 Resources to be utilized to implement the proposal**

For over 25 years TASC has been performing similar services as listed in this solicitation. TASC's expertise is in the field of criminal justice forensic drug testing and such services related to accomplishing this task. TASC will utilize our laboratory, information technology, and collections knowledge and expertise in order to implement the requirements of this RFP. TASC has the resources in order to accomplish this goal successfully.

TASC will supply knowledgeable collection staff and supplies necessary to perform the required collections. TASC currently provides collection staff for 12 TASC facilities performing visually observed urine collections, oral fluid and hair collections. TASC performs collections at all of our facilities by following the same operating procedures, therefore standardizing the training and chain of custody documentation. All chain of custody documents and specimen labels are created electronically therefore eliminating

the manual errors of data entry. This also speeds up the collection process so clients do not have to wait for a long period of time. TASC's waiting time is minimal, less than 5 minutes, at even the busiest times at our larger offices which average over 460 collections per day. The transportation of specimens will be performed on a daily basis and transportation arrangements have already been made.

TASC's IT department is excellent in providing quality services for our customers. TASC will work together with the CSCD's computer department in order to facilitate a smooth transition. TASC's IT department has already developed many of the customized reports necessary for other criminal justice accounts which they have found to be extremely helpful in result reporting and case management tasks. In addition, computers and printers as well as any other electronic instrumentation will be provided in the collection facilities as necessary.

The TASC laboratory has the resources available in-house to perform the requirements of this RFP. TASC will be providing the initial screening by enzyme immunoassay followed by confirmations as necessary by either GC/MS or LC/MS/MS as required. TASC has redundant instrumentation and staffing as necessary to provide the results within the required turn around time and often in less than the 48-hour time period. TASC has the ability to perform many other analytes should the Department need this service. TASC technical staff is excellent in providing expert testimony should this service be required. The TASC laboratory customer service department is accustomed to providing the services necessary for the criminal justice accounts. We receive many compliments due to the fact that we take care of our customers on a personal level and do not use automated attendants unless all phone lines are occupied. The records department provides excellent service, providing litigation packets and other record requests with a fast turn around time. We understand that rapid and quality service is very important in the criminal justice arena as there are so many different circumstances that arise within the departments and the courts.

TASC hereby provides assurance to the Department that it has sufficient funds and resources to meet obligations on time while awaiting payment from the Department. The following are some examples of TASC's organizational and fiscal strengths:

- TASC has cash reserves sufficient to fund twelve (12) months of normal operating expenses. TASC has annual revenues of over \$10 Million.
- TASC has been in continuous operation for over 30 years.
- TASC has a very diversified funding base represented by over 35 active contracts.
- TASC maintains a Board of Directors composed of committed professionals.
- The average length of employment of our top seven (7) administrators is 18.1 years.

### **6.2.5 Staff Qualifications**

TASC has a very extensive and detailed standard operating policy and procedure manual regarding the laboratory employees following the mandatory requirements of CLIA and CAP. Specimen processors, technologists and supervisors alike are trained and sign-off on the procedures they are to follow at the time of training, at six months probationary period and annually thereafter for retraining and refresher sessions. Training checklists are utilized at the end of the training period for review prior to the staff member performing the function without supervision. TASC follows and usually exceeds the requirements as mandated by our CAP FDT certification for all lab testing personnel. Our laboratory director has a Ph.D. and has over 30 years of knowledge in the field of forensic toxicology. Our supervisors have over 20 years of experience in toxicology and the technologists must have a minimum of a 4 year Bachelor of Science degree in an appropriate field in order to perform any testing at the TASC Laboratory. All TASC laboratory personnel and their qualifications are inspected by CAP and must be acceptable in order to continue our certification, which TASC will always maintain.

The laboratory has its own Customer Service Department with multiple staff members currently assigned in that area to provide direct quality customer service to our customers. We take pride in our ability to assist our contracts on an individual basis and have been repeatedly complimented on our ability to service our criminal justice accounts. Our customer service personnel are trained specifically to meet the challenges of the criminal justice customer.

Retention among TASC's management team averages over fifteen (15) years of employment with TASC. Federal criminal background checks, fingerprint clearance and pre-employment drug testing are performed as part of the hiring process by Human Resources on all new employees. Random drug testing is performed periodically on all TASC employees.

Please refer to section 6.4.2.4 for each staff member's brief biography and resumes.

### **6.2.6 Legal Supervision**

TASC has no staff members currently under State, Tribal, and/or Federal indictment or any type of legal supervision or on bond awaiting trial and /or appeal.

## **6.3 Attachments**

### **6.3.1 REQUIRED INFORMATION (Section 6.4)**

### **6.3.2 VENDORS RESPONSE TO “REQUIRED SERVICES” (Section 5.8)**

#### **5.8.1 TASC Proposed Collection Staffing**

TASC will provide same gender visually observed UA collection staff that is trained in forensic drug testing collection procedures. The collection staff are also trained in oral fluid and hair collections. The technicians will work Monday and Tuesday at the Plano office from 9:00 am to 5:30 pm, and at the McKinney office on Wednesday, Thursday and Friday from 9:00 am to 5:30 pm. TASC’s staffing will consist of three half-time UA technicians and one on-site supervisor to collect the urine samples. Our experience has proven that in these type of situations, half-time positions provide better coverage than full time positions due to the ability of half-timers to expand from a four hour shift to an eight hour shift when necessary to cover for sick and vacation coverage. Having both a female and male employee providing the urine collections maintains the integrity of the testing process as well as provides fast and prompt service for the offenders thereby alleviating a crowded office. Also, having an on-site supervisor will ensure that all drug testing protocols are followed on a daily basis and will provide the probation office with a local contact for laboratory questions.

#### **5.8.2 and 5.8.3 Randomization and IVR system**

Currently TASC has in place an automated Interactive Voice Response (IVR) and random system that will meet all the needs as stated in the solicitation. This system combines the best of an automated random scheduling tool and real time reporting.

To activate the automated IVR system, the Department staff member (or TASC employee should we populate the referrals for the Department) simply indicates on the electronic referral that they want the client to participate in the random testing program and indicates how often they want the client to test; the system does the rest. This system is very flexible allowing the Department choices of one time per month and up to nine times per month (more can be added if needed). There are also choices for random weekly schedules and set days of the week should the Department need this type of schedule. Another selection or option on the electronic referral is for the Department to monitor the testing of the client, therefore sending the client in at the officer’s discretion. The referral is a quick and easy one time electronic form to fill out with donor information, test information and client scheduling. With just a few keystrokes using TASC’s secure Web Portal, changes are easily made to any part of the referral, from the drugs to be tested, new referral personnel, as well as changes to the desired random testing schedule. Compliance reports are available for all these choices with multiple options of reporting.

The operation of the system is very straight forward and involves the participant calling a toll-free number, entering an identification number and a confirmation code to ensure they are accessing the correct record. The system then informs the defendant whether or not they are required to test. If so, the defendant is told to report for a drug test and asked to confirm that the defendant heard and understood the instructions. The system captures all the details of the interaction with the defendant including the date, time, caller's phone number, and confirmation if one was required. TASC will provide a daily list of the information as well as those who failed to call. TASC can provide this information in an electronic fashion as desired; in fact we have several options for this type of notification. An officer can access this information via our Web Portal should you desire this type of individual notification. The various types of notification the Department desires can be discussed and then easily set up for your convenience.

Some of the advantages the TASC IVR system offers are as follows, assuring the Department of confidentiality as well as quality service.

- The identification method used ensures that callers are linked to the correct referral. (Some systems use only a single identifier or entire SSN which can expose the defendant to identity theft.)
- The additional confirmation levels ensure that the participant heard and understood the instructions.
- The call data is available immediately, so the officers can monitor who on their caseload was supposed to test and whether or not they called.
- The TASC IVR random drug screening selection system is based upon a well-established randomizing technique.

#### **5.8.4 Electronic Results**

TASC will submit electronic results within 48 hours of collection of the specimen as directed in the RFP. Below is a brief description of the result reporting system.

TASC will supply reports via electronic format as indicated in the solicitation to include fax, Excel, and ASCII file formats for automated exchange with the Department's management system. TASC has been providing this same service for numerous contracts successfully. The TASC IT department has the expertise necessary and will work side by side with your Department's IT team when necessary to assure the reporting and data management system work efficiently and meets all of your needs. Being the sole developer of this proprietary system, TASC can tailor the system to best suit the needs of the Department. Reports are made available during all times of the day using electronic data transfer methods including, but not limited to: custom web service posting, Web Portal Access (real-time), and File Transfer Protocol. The data for these reports is stored permanently and can be accessed at any time by authorized staff. All information is retained in the TASC database for a period that meets and/or exceeds contractual and/or regulatory requirements. We encourage all contracts to utilize our TASC Web Portal as it is very user friendly, has a variety of great reporting tools for case managing your caseloads (others can be developed for your specific needs) and is operational 24/7.

TASC makes available all laboratory reports real-time via a secure (HIPAA compliant) Internet Portal. TASC has a highly automated information system that encompasses the entire testing process, from initial pre-collection requisitioning at the collection site to the reporting of results. The status of any specimen can be tracked from the point of collection to the point of result posting.

The TASC Web Portal is accessed through a dedicated Web server via secure socket layer (SSL) with 128-bit encryption. Individualized log-ins with “strong” password enforcement is employed. The TASC laboratory database and Internet Web Portal servers are stored and maintained in a high-security Tier I Data Center. A comprehensive Intrusion Detection Protection System (IPS) with specialized redundant firewalls is monitored by a highly-trained professional 24/7/365 system, ensuring data security and integrity. TASC maintains over 50 million data records spanning more than 10 years of client data on production and archive servers. Data is stored on redundant disk arrays (RAID-5) and critical data is backed up daily. During the 2009 calendar year, the TASC database and Web servers comprising our Web Portal system experienced no unscheduled outages, and had greater than 99.9997% availability to our customers.

Reporting options include individual lab reports, historical summaries of results by donor, and cumulative caseload summaries by officer. TASC’s Interactive Voice Response (IVR) Random Drug Testing System records offender call data allowing TASC to deliver a variety of testing compliance reports and summaries. TASC also provides periodic statistical reports which include information such as number of specimens tested, positive rate, individual substance and the positive rate per substance for entire populations in order to observe trends as well as performance. TASC can customize the statistical report to include other specific items of interest to the Department.

TASC currently provides secure (HIPAA compliant) online access using a variety of protocols and formats for numerous agencies across the U.S., including Harris County, TX, county and statewide Adult and Juvenile Probation, Parole, and Pretrial agencies, Child Protective Services, and U.S. Federal Probation programs. TASC has been an active partner with the Arizona Supreme Court, Administrative Office of the Courts, in the development of the drug test component of their statewide offender tracking system (APETS). The TASC web portal currently supports over 2,500 users with ample room for expansion.

Internally the TASC Laboratory facility utilizes STARLIMS Laboratory Information Management System (LIS). STARLIMS is certified ISO 17025 and compliant with IEC 17025 Laboratory Accreditation, demonstrating technical competence and quality assurance. Instrumentation within the laboratory is connected to the LIS via bidirectional communication, eliminating error-prone hand-transcription of requisitions and results, while providing an electronic audit trail.

Please refer to enclosed sample reports (at end of proposal) for examples of some of the reporting options.

### **5.8.5 Transportation of specimens**

TASC will pick up and transport specimens from the two collection sites as indicated in the RFP on a daily basis. TASC proposes to use Lab Express, a large transportation company for this service which has been a very reliable and dependable company.

### **5.8.6 Adulteration/Dilution testing**

It is standard operating procedure that TASC routinely screens all urine samples for adulterants, dilution and/or substitution as part of every drug analysis. At time of receipt of sample into the laboratory, specimen processors are trained to look for any unusual appearance, such as additives, foam, bubbles, odd color and smell. TASC routinely tests for creatinine and specific gravity on every specimen for dilution testing and will be reported to the Department on every result. For suspect samples, further adulterant testing of nitrites, pH and oxidants is performed to check for adulterants and is included on the report to the Department.

### **5.8.7 Expert Testimony**

TASC shall provide expert testimony in court as requested at no extra charge to the Department. Samples must be confirmed by either GC/MS or LC/MS/MS prior to TASC testimony in court. TASC understands that we may seek reimbursement for expenses via the State of Texas by filing a witness fee claim form as indicated in the solicitation.

TASC has over 20 years of experience in court testimony and litigation appearances supporting our test results for criminal justice and corporate testing. Dr. Clement, TASC's medical director, has over 30 years (over 100 forensic cases) of expert witness experience nationally in both case writing as well as personal testimony in the field of toxicology for forensic pathologists, attorneys and the court system. TASC technical staff has extensive experience in the telephonic as well as personal appearance for expert witness court testimony. TASC has developed a very thorough litigation packet including an extensive "summary of events" including all relevant documentation which often suffices in most probation violations and court proceedings. TASC testing and procedures meet and in most cases exceed the requirements of College of American Pathology (CAP) as well as the federal Department of Health and Human Services (DHHS) in all areas of the laboratory. TASC has developed its laboratory procedures and testing protocols keeping in mind that all collections and testing is potential evidence and must be admissible in court for our contracts. TASC's chain of custody procedures, documents and testing results have proven to be admissible in court and TASC test results have always been upheld in a court of law via a test report, litigation packet and/or by expert witness testimony.

### **5.8.8 Financial Audit**

TASC will provide the Department with the appropriate independent audit in accordance with TDCJ-CJAD Audit Guidelines as indicated in the RFP by December 31.

### **5.8.9 Certification**

TASC's laboratory is accredited by the College of American Pathologists (CAP) under the CAP Forensic Drug Testing Program (LAP: 3201701; AU-ID: 1050328). TASC also has its Texas DPS Accreditation from the Texas Crime Lab Services. CAP and Texas DPS Accreditation Certificates are attached at the end of this proposal.

## **5.9 Collections and Panels**

TASC will be responsible for the transportation of the "Dip-Test field kits" as indicated in the RFP. Depending on the locations of the collections (how remote the area is), TASC may propose the use of Fed-Ex or another company in order to transport the kits to the laboratory.

TASC will test all the normal test panels (5 panel and 6 panel) plus the ETG and perform the confirmations as indicated in the RFP.

TASC will test all the specimens for adulteration and dilution in the same methods as described in 5.8.6. TASC will confirm the Dip-Test field kits by either LC/MS/MS or GC/MS as TASC has both available in-house.

### **5.9.2 Additional Testing**

When CSCD has the need for a test other than the normal panel drugs, TASC will be glad to perform this testing for the Department. TASC has a large menu of drugs other than the panel of drugs listed in the RFP that are performed in-house. In the rare instance where TASC may not perform the test in-house, TASC will send the sample out to one of our reference laboratories. In the instance where TASC sees it may be beneficial to conduct further testing or to clarify a result, TASC will contact the Department for discussion and approval.

### **5.10 Collection Location and Hours:**

TASC will provide collection staff at the two CSCD locations. Please refer to section 5.7.1 for specific details.

### **5.11 Randomization and IVR system**

TASC will comply with all requirements in the RFP. Please refer to description in section 5.8.2 and 5.8.3

## **5.12 Electronic Submission of Results**

TASC will comply with all requirements in the RFP. Please refer to description in section 5.8.4

## **5.13 Alternative Testing**

TASC believes that urine is still the best media of choice for the criminal justice testing arena, but also understands that situations do arise where this is not feasible. For the situations where providing a urine sample may not be an option due to special circumstances, TASC is able to provide the Department with either Oral Fluid testing, Hair Analysis or on-site test kits as some viable options for you to consider. All of these options are currently being provided by our TASC collection staff so we are well versed and trained in these alternative collections that can be offered to the Department. Urine and oral fluid testing is performed in-house with hair currently being sent out to two reference laboratories, Quest Diagnostics and Omega Laboratory. TASC is currently developing its hair testing protocols and will be performing this testing in-house as well in the near future. The Oral Fluid collection kits may be a choice for instances where the Department wishes to collect a sample in the field and no same gender staff member and/or restroom is available. Urine instant test devices can also be provided to the Department if there is a need.

## **5.14 Required Reports**

TASC will comply with all aspects of the RFP as related to the required reports. TASC already has these systems in place and are being used by other contractors. Also refer to section 5.8.4.

### **5.14.1 Financial**

TASC will prepare the monthly invoice (in Excel) with the following information:

TASC shall prepare and send a monthly billing invoice to each Probation Department on or before the 7<sup>th</sup> day of each month. The invoice will include a statement showing the name of each defendant tested, defendant's ID number, date and time of test, substances tested and results of those tests, and the cost of each test.

### **5.14.2 Statistical Reports**

TASC will provide statistical reports as indicated in the RFP. TASC's IT Department has many reports already developed and in use by our current customers and will customize reports as needed for the Department's use.

### **5.14.3 Access to Lab Data:**

In TASC's electronic Web Portal it is very simple to look up results as well as utilize the custom reports we have generated for our customers in order to indicate all missing tests as well as other case management needs. Please refer to section 5.8.4 for further description.

### **5.14.4 RUDTP Logs (Formatted in ASCII Files):**

TASC has no problem in supplying these types of reports for the Department in ASCII format. We currently supply many of our larger accounts information in this format for import into their system. Failure to test logs are easily created either by TASC or by utilizing our Web-Portal by the Department's staff 24/7.

### **5.15 Implementation Plan**

TASC has been servicing this contract for the last 1 ½ years and if awarded this contract, no new implementation will be required in order to continue providing service for Collin County CSCD.

## **6.4 INFORMATION REQUIRED OF VENDOR**

### **6.4.1 Name, title and contact information:**

Steve Radvick, Assistant Director 602-254-7328 ext 107

Alternates: Diane Weaver, Controller 602-254-7328 ext 111

Gail French, Laboratory General Supervisor, 602-254-7328 ext. 237

### **6.4.2 Business form of vendor:**

**6.4.2.1** TASC is a private, non-profit, 501(c)(3) corporation which is governed by a voluntary Board of Directors founded in Arizona in 1977.

**6.4.2.2** Tax Identification Number: 86-0377987

**6.4.2.3** Name and Address of principal officers and directors:

James Logan Jr., 2234 N. 7<sup>th</sup> Street, Phoenix, AZ 85006

Merri Plummer, 2234 N. 7<sup>th</sup> Street, Phoenix, AZ 85006

#### 6.4.2.4 Brief biography and resumes of key personnel who will operate/manage the services by TASC.

Some of the key staff members who will be providing services and their brief biography are below. Please see complete resumes attached at end of this proposal.

##### Barbara Zugor, Executive Director of TASC

Barbara Zugor, Executive Director of TASC has over 30 years of program management experience as she is the founder of TASC in Arizona and has continually administered TASC since its inception for both the counseling department as well as the forensic urine drug testing laboratory. Ms. Zugor has initiated and continually managed outpatient substance abuse/general mental health treatment/diversion programs for juveniles and adults referred from courts, probation, and corrections as well as private entities. Components include assessment, individual/group counseling, family counseling, violence interruption, case management and drug and alcohol awareness. Ms. Zugor has over 30 years of experience in assessing, initiating and managing numerous programs, such as the adult pre-file felony diversion program which we provide case management, treatment and urinalysis drug testing and the first jail-based treatment program for female and male inmates in Maricopa county jail system. Ms. Zugor has a Bachelors degree in Criminal Justice and a Masters in Counseling.

##### Stephen Radvick, Assistant Director

Mr. Radvick has over 30 years of program management experience involving criminal justice programs relating to behavioral health as well as drug testing. He has over 20 years as the TASC program administrator, developing, and managing statewide drug testing behavioral programs. He is responsible for the development, writing and submission of government and foundation proposals and grants. Mr. Radvick has extensive experience in supervising and training of staff, as he has performed this function for over 20 years with TASC staff. He has developed and continues to oversee the procedures used by TASC staff in the collection of biological samples at all TASC facilities. Mr. Radvick has over 15 years as the collection facilities administrator. Mr. Radvick has a Bachelor degree in Business Administration and a graduate degree in Global Management.

##### Dr. Clement, TASC Laboratory Medical Director

Dr. Clement, TASC Medical Director, has over 30 years of experience in the field of toxicology in the areas of screening, supervision of staff, establishing, evaluating and assessing laboratory technical procedures to list a few. Dr. Clement has extensive experience in report writing as he has published as well as presented a multitude of professional publications in prominent toxicological arenas throughout the United States. He has over 30 years (over 100 forensic cases) of expert witness experience in both case writing as well as personal testimony in the field of toxicology for forensic pathologists, attorneys and the court system. Dr. Clement has extensive knowledge in the field of forensics as he has developed a new stand alone 21,000 square foot laboratory including new equipment, staff and managerial team and continued its successful operation. He has also developed a unique nationally offered toxicology training program. Dr. Clement has widespread range of forensic drug testing experience; in enzyme immunoassay (EIA), Radio immunoassay (RIA), High Performance Liquid Chromatography (HPLC), Atomic Absorption (AA), Gas Chromatography (GC), as well as Gas Chromatography Mass Spectrometry (GCMS) and LC/MS/MS. Some of his associations are as follows: Diplomat of American Board of Forensic Toxicology, Diplomat of American Board of Clinical Toxicology, Diplomat of American Board of Clinical Chemist, Full Member of Society of Forensic Toxicology, Full Member of American Academy of Forensic Science, Full Member of American Society of Clinical Chemistry, Inspector for College of American Pathologist (CAP), Past Inspector for SAMSHA Forensic Drug Testing Laboratories.

Douglas K. Kramer, Chief Operating Officer

Mr. Kramer has over 20 years of experience in the field of Screening and Confirmation techniques as related to forensic drug testing and over 15 years as the technical supervisor of the TASC Laboratory, supervising the technical staff. Mr. Kramer oversees the technical operations and research and development at TASC, Inc. Mr. Kramer actively serves as an expert witness for the Attorneys General and Public Defenders offices, aiding counsel in both prosecution and defense in matters of forensic drug testing. For over 15 years Mr. Kramer has been involved in the preparation of various types of training materials, as well as presenting to various audiences, such as probation and parole staff, attorneys, judges and other court staff as well as private companies. Mr. Kramer has been our Data Base Administrator for over 10 years, designing as well as deploying and continually managing our Laboratory Information System for TASC as well as our secure internet reporting system for contract users throughout the United States. Mr. Kramer has a B.S. in Microbiology, with extensive post-baccalaureate studies in Biochemistry.

Associations: College of American Pathologists (CAP), FUDT Laboratory Inspection Team Leader, Society of Forensic Toxicologists (SOFT), American Association for Clinical Chemistry, American Chemical Society.

Gail French, TASC General Supervisor

Ms. French has over 26 years of experience in the screening and confirmation areas of the laboratory in the field of drug testing and forensic toxicology. For over 22 years she has been the supervisor for the TASC Laboratory staff, managing and supervising staff in both technical and non-technical areas. She has also served and now manages the Custodian of Records department as well as the laboratory customer service department preparing litigation documentation for counsel in both prosecution and defense. For over 22 years Ms. French has been responsible for the program management and continuation of our laboratory certifications including our College of American Pathologist (CAP- FDT) accreditation, assuring yearly compliance. Ms. French has a B.S. in Health Services with an emphasis in chemistry and a minor in Business Management.

Associations: Society of Forensic Toxicologists (SOFT), College of American Pathologists (CAP), Drug and Alcohol Testing Industry Association (DATIA), Substance Abuse Program Administrator Association -SAPAA, CP-TC Certified Instructor Collection

Jaime Anderson – Lab Technical Supervisor

Ms. Anderson has an extensive background in the area of confirmation techniques utilizing the GCMS and LC/MS/MS. She is responsible for the confirmation department and the staff. Ms. Anderson reviews the data and certifies the final reports for release to the agencies. She reviews daily quality control material assuring that all is within appropriate ranges. Jaime is responsible for annual validations and documentation of such. She provides expert testimony when required. She has professional experience as Criminalist and Forensic Toxicology Technologist. Ms. Anderson has a B.S. in Chemistry with Forensics emphasis.

Joe Candelaria, Collections Administrator

Mr. Candelaria has over 20 years of experience in the field of supervising and training staff, 10 years specifically in the collections of biological specimens at all of our TASC facilities. Mr. Candelaria works directly with the program Site Administrators/Supervisors and staff, providing training, quality control, maintenance of data, statistical reports, and addresses any issues raised by Site Administrators/Supervisors. Mr. Candelaria has been involved for over 10 years with assessing, initiating new procedures and managing the collections of biological specimens. He has over 10 years of experience in the direct supervision of all office managers of our TASC collection facilities statewide. He has over 20 years of experience in the field of crisis intervention and domestic violence as it relates to controlling crowds, diffusing angry clients and maintaining the safety of all individuals.

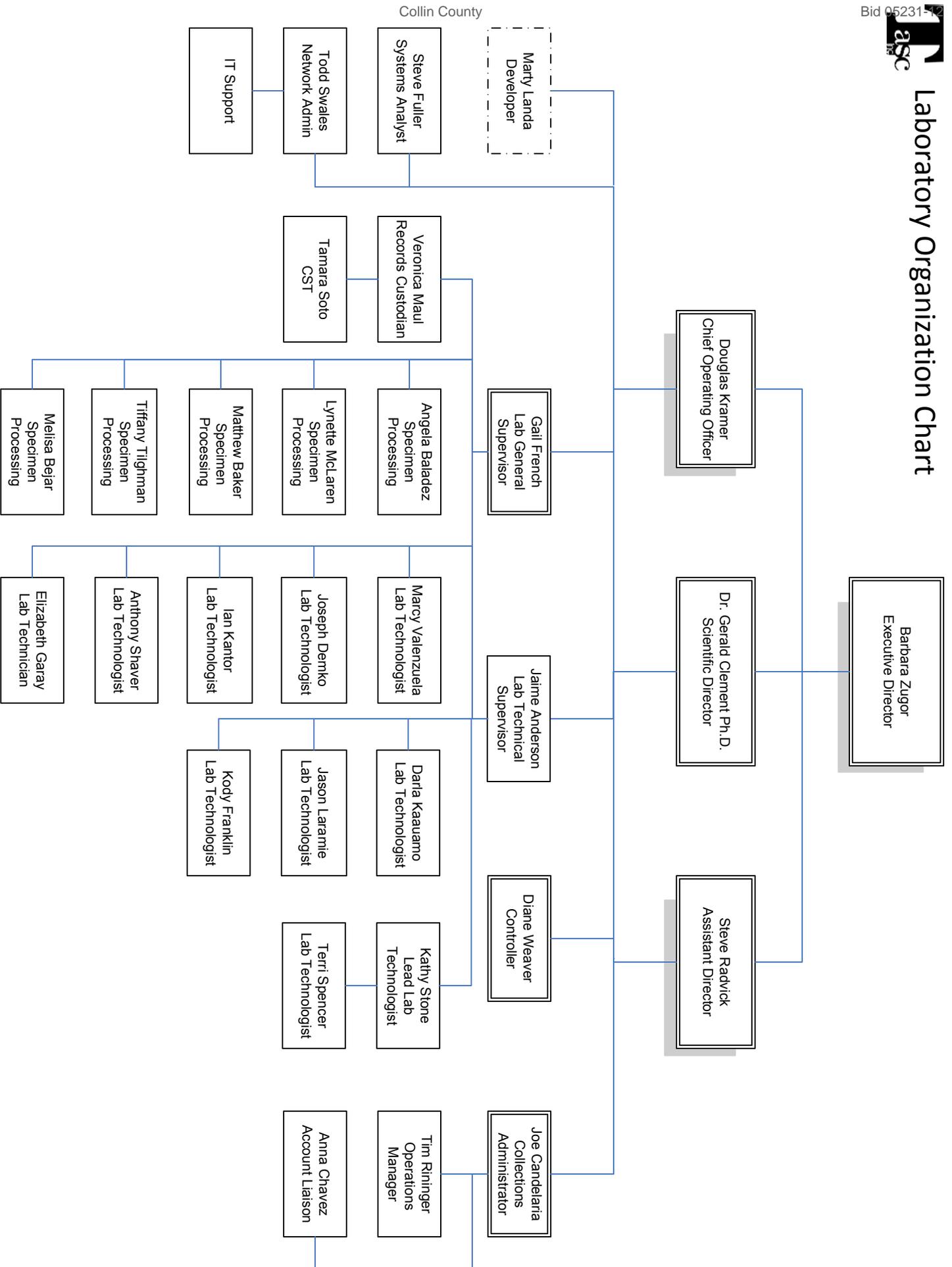
Diane Weaver, Controller

Ms. Weaver has over 10 years of experience with TASC preparing internal financial statements for all locations across Arizona and supervising all accounting functions, including supervising and training accounting staff, developing and revising accounting policies and procedures. She prepares and reconciles all schedules for the annual audit of TASC's financial statements conducted by independent Certified Public Accountants. She assists in writing and reviewing proposals for services and monitors all current contracts. Ms. Weaver works closely with various contracting agencies on various matters relating to referrals, invoicing, and client payments. Ms. Weaver also has over 20 years of previous accounting experience including in the public accounting area and other non-profit organizations. Ms. Weaver has a Bachelor of Business Administration degree in accounting.

**6.4.2.5 TASC Organizational chart**

The TASC Organization chart appears on the following page.

# Laboratory Organization Chart



**6.4.3 Name and addresses of TASC insurance carrier(s) along with a statement from Vendors insurance carrier that insurance as specified in the Attachment is in force.**

TASC's insurance agent is:

General Southwest Insurance Agency, Inc.  
5628 East Thomas Road  
Phoenix, Arizona 85018

Certificates of insurance coverage follow.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
6/27/2012

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> General Southwest Insurance Agency, Inc. 5628 East Thomas Road Phoenix, Arizona 85018 Phone: (480)990-1900 Fax: (480)481-9551	<b>CONTACT NAME:</b> Marie Davis -Anderson, CISR <b>PHONE (A/C, No., Ext):</b> (480)990-1900 <b>FAX (A/C, No.):</b> (480)481-9551 <b>E-MAIL ADDRESS:</b> maried@isugsw.com
<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURER A:</b> Philadelphia Indemnity Insurance Company	<b>NAIC #</b> 18058
<b>INSURER B:</b> Texas Mutual Insurance Company	22945
<b>INSURER C:</b>	
<b>INSURER D:</b>	
<b>INSURER E:</b>	
<b>INSURER F:</b>	

**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

**THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.**

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b>			PHPK847042	4/1/2012	4/1/2013	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	✓	Y				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
A	<b>AUTOMOBILE LIABILITY</b>			PHPK847042	4/1/2012	4/1/2013	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	Y					BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE \$
	<b>EXCESS LIAB</b>						AGGREGATE \$
	<b>DED</b>						RETENTION \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>			SBP000122865420110915	9/15/2011	9/15/2012	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	Y				E L EACH ACCIDENT \$ 1,000,000
							E L DISEASE - EA EMPLOYEE \$ 1,000,000
							E L DISEASE - POLICY LIMIT \$ 1,000,000
A	<b>Professional Liability</b>			PHPK847042	4/1/2012	4/1/2013	Each Incident Limit 1,000,000
	Retro 4/1/05						Aggregate Limit 3,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)**  
 Additional Insured: Collin County, its officials, employees, volunteers and officers with respect to General Liability. Waiver of Subrogation included with respect to General Liability. Insurance provided is Primary when required by written contract.

RE: Work performed by the Insured on behalf of the Certificate Holder / Bid No.: 05231-12  
 \*\*Policy No.: MM821822 Physicians & Surgeons Medical Malpractice - Aggregate Limit \$3,000,000 Each Claim Limit \$1,000,000\*\*

<b>CERTIFICATE HOLDER</b> Holder's Nature of Interest : Certificate Holder  Collin County Collin County Administration Building Office of the Purchasing Agent 2300 Bloomdale, Suite 3160 McKinney, TX 75071	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
---	--

© 1988-2010 ACORD CORPORATION. All rights reserved.

ACORD 25 (2010/05) The ACORD name and logo are registered marks of ACORD

#### 6.4.4 Complete Reference Information for similar services

Below are some references of similar scope which you may contact directly should this be required for this solicitation. If further information is required on our accounts please advise us and we will be more than willing to supply you with the necessary information.

Dennis Potts, Assistant Director  
Harris County Pretrial Services  
1201 Franklin, 12<sup>th</sup> Floor  
Houston, TX 79002  
Ph. 713-755-5440 Fx. 713-755-2929

David Sanders  
Chief Adult Probation Officer  
Pima County Adult Probation  
2695 E. Ajo Way  
Tucson, AZ 85713  
Ph. 520.243.6351 Fx. 520.243.6304

Brad Mattingly  
DUI/Drug Court Coordinator,  
Coconino County DUI/Drug Court  
200 N. San Francisco Street  
Flagstaff, AZ 86001  
Ph. 928.226.6057 Fx. 928.679.7505

Sarah Schmoll  
Deputy Chief Probation Officer  
Coconino County Adult Probation  
222 E. Birch Avenue  
Flagstaff, AZ 86001  
Ph. 928.679.8409 Fx. 928.773.8705

Listed below are some of our accounts we currently service which are similar in scope to the solicitation of Collin County.

- Adult Probation Departments, Entire state of Arizona: Collections and Testing Services including drug court program, 1988 – present
- Pre-Trial Services: Collections and Testing Services, Entire state of Arizona: 1977 - present
- Harris County Pretrial Services, Texas. Testing services, 2009 to present.
- Adult Department of Corrections, Entire state of Arizona: Collections and Testing Services, 1979 - present

- Juvenile Department of Corrections, Collections and Testing Services, 1977 – present
- Juvenile Probation Department, Entire state of Arizona: Collections and Testing Services including drug court program, 1984 - present
- Child Protective Services Department, Entire state of Arizona: Collections and Testing Service, 1995 – present
- Do Drugs Do Time Felony Drug Diversion Program - Drug testing, Collections and Treatment, 1989 - Present
- Cook County Illinois, Probation Department 2009- present
- Youngstown Ohio, TASC criminal justice testing, 2009 - present
- Family Drug Courts: Drug testing, Collections and Treatment, 2003 - present
- U.S. Federal Probation, Pretrial Services and Bureau of Prisons: Collections, Treatment, and Testing Services, 1988 - present
- Maricopa County Drug Courts and Child Custody Divorce Court cases: Collections and Testing Services, 1995 - Present
- Drug Testing Technology Transfer (DTTT), TASC established an In-Jail Laboratory in Maricopa County to produce immediate results on arrestees prior to the four (4) daily initial Appearance Courts: Collections and Testing Services, 1989 – 1991.
- MTC Corporation Arizona: Drug Testing of Prison Inmates, 2004 - present

#### **6.4.5 List of civil lawsuits filed or pending on or after January 1, 2002.**

No civil lawsuits as described have been filed or are pending.

#### **6.4.6 List of criminal cases filed or pending on or after January 1, 2002.**

No criminal cases as described have been filed or are pending.

### **6.5 FINANCIAL STATEMENTS**

#### **6.5.1 Recent Financial statements.**

Tasc's most recent independently audited financial statements are attached.

# **LABORATORY ACCREDITATIONS**



*Advancing Excellence*

# Accredited Laboratory



## The College of American Pathologists

*certifies that the laboratory named below*

**TASC - Treatment Assessment Screening Ctr  
Laboratory**

**Phoenix, Arizona**

**Gerald E. Clement, PhD**

LAP Number: 3201701  
AU-ID: 1050328

*has met all applicable standards for accreditation and is hereby fully accredited by the College of American Pathologists' Forensic Drug Testing Accreditation Program. Reinspection should occur prior to November 8, 2013 to maintain accreditation.*

*Accreditation does not automatically survive a change in director, ownership, or location and assumes that all interim requirements are met.*

*Frank R Rudy*

Chair, Commission on Laboratory Accreditation

*Mark H Bean MD FACP*

President, College of American Pathologists

# TEXAS DEPARTMENT OF PUBLIC SAFETY



STEVEN C. MCCRAW  
DIRECTOR  
DAVID G. BAKER  
CHERYL MacBRIDE  
DEPUTY DIRECTORS

Crime Laboratory Service, QA MSC 0460  
P.O. Box 4143  
Austin, Texas 78765-4143  
512-424-2105  
Fax: 512-424-5645  
e-mail: wil.young@dps.texas.gov



COMMISSION  
A. CYNTHIA LEON, CHAIR  
CARIN MARCY BARTH  
ADA BROWN  
ALLAN B. POLUNSKY  
JOHN STEEN

## ***DPS ACCREDITATION***

April 5, 2012

Dr. Gerald Clement  
TASC Laboratory  
2234 North 7th Street  
Phoenix, Arizona 85006

RE: Application for DPS Accreditation under Title 37, Texas Administrative Code, Chapter 28, Subchapter I

Dear Dr. Gerald Clement:

With some exceptions, Code of Criminal Procedure, Article 38.35, requires Department of Public Safety (DPS) accreditation as a predicate to the admission of the forensic analysis of physical evidence and expert testimony relating to the evidence in a criminal case.

**As the designee of the Director of the Department of Public Safety, I have considered your application based on your national accreditation from CAP and grant Full DPS Accreditation to TASC Laboratory for the following disciplines:**

### *Toxicology*

There are no limitations imposed on these accredited disciplines.

The term of CAP accreditation is from 11/8/2011 to 11/8/2013 unless they have extended their accreditation as part of a routine renewal process.

**The term of DPS accreditation is from 4/5/2012 until such time that the accreditation from CAP is no longer current.**

DPS Accreditation is contingent upon compliance with Title 37, Texas Administrative Code, Chapter 28, Subchapter I, including requirements of reporting correspondence, reports or communication between the laboratory and the accrediting body. DPS accreditation will be automatically rescinded at the same date and time as CAP withdraws your laboratory accreditation.

Yours Truly,

D. Pat Johnson  
Deputy Assistant Director, Crime Laboratory Service

CC: CAP



DEA REGISTRATION NUMBER	THIS REGISTRATION EXPIRES	FEE PAID
RT0120953	11-30-2012	\$184
SCHEDULES	BUSINESS ACTIVITY	ISSUE DATE
1,2,2N, 3,3N,4,5,	ANALYTICAL LAB	11-03-2011
TREATMENT ASSESSMENT SCREEN 2234 N 7TH STREET PHOENIX, AZ 85006-0000		

CONTROLLED SUBSTANCE REGISTRATION CERTIFICATE  
UNITED STATES DEPARTMENT OF JUSTICE  
DRUG ENFORCEMENT ADMINISTRATION  
WASHINGTON D.C. 20537

Sections 304 and 1008 (21 USC 824 and 958) of the Controlled Substances Act of 1970, as amended, provide that the Attorney General may revoke or suspend a registration to manufacture, distribute, dispense, import or export a controlled substance.

**THIS CERTIFICATE IS NOT TRANSFERABLE ON CHANGE OF OWNERSHIP, CONTROL, LOCATION, OR BUSINESS ACTIVITY, AND IT IS NOT VALID AFTER THE EXPIRATION DATE.**

CONTROLLED SUBSTANCE REGISTRATION CERTIFICATE  
UNITED STATES DEPARTMENT OF JUSTICE  
DRUG ENFORCEMENT ADMINISTRATION  
WASHINGTON D.C. 20537

DEA REGISTRATION NUMBER	THIS REGISTRATION EXPIRES	FEE PAID
RT0120953	11-30-2012	\$184
SCHEDULES	BUSINESS ACTIVITY	ISSUE DATE
1,2,2N, 3,3N,4,5,	ANALYTICAL LAB	11-03-2011
TREATMENT ASSESSMENT SCREEN 2234 N 7TH STREET PHOENIX, AZ 85006-0000		

Sections 304 and 1008 (21 USC 824 and 958) of the Controlled Substances Act of 1970, as amended, provide that the Attorney General may revoke or suspend a registration to manufacture, distribute, dispense, import or export a controlled substance.

**THIS CERTIFICATE IS NOT TRANSFERABLE ON CHANGE OF OWNERSHIP, CONTROL, LOCATION, OR BUSINESS ACTIVITY, AND IT IS NOT VALID AFTER THE EXPIRATION DATE.**

Form DEA-223 (4/07)

# **RESUMES**

## **BARBARA A. ZUGOR**

**65 E. Monte Vista  
Phoenix, AZ 85003  
(602) 253-3217**

### **EDUCATION**

May, 1981                      Master of Arts Degree in Education - Guidance and  
Counseling  
Northern Arizona University

June, 1974                      Bachelor of Arts Degree in Sociology  
Florida Atlantic University, Boca Raton, Florida

   Certified Substance Abuse Counselor #SA-0466

   Master Addiction Counselor #B17960

### **EXPERIENCE**

1979 - Present                      Executive Director, TASC, Inc.  
Statewide Alliance Coordinator -  
Partnership for a Drug Free Arizona

In 1979 was responsible for the transition of the program from a federally funded component of a behavioral health umbrella entity to an independent non-profit corporation supported by local funding and client fees.

Initiated a first time non-violent pre-file felony adult diversion program (nationally known as the Maricopa County Demand Reduction "Do Drugs. Do Time." Program) in conjunction with Maricopa County Attorney's Office solely supported by client fees. Expanded Diversion programs in Pima, Pinal, Mohave and Yavapai County. Currently serving over 3000 clients per year.

Developed and implemented a CLIA Licensed drug testing laboratory which conducts urinalysis tests for private corporations, schools, jails and detention facilities, governmental entities, Adult and Juvenile Courts, probation and parole.

Site Director for Maricopa County's Drug Use Forecasting.  
A 26 city network funded by the National Institute of Justice.

Developed and implemented Drug Free Workplace Seminars, a shared Employee Assistance Program, consultant to private companies on drug policy formulation supervisory training..

Established the largest outpatient substance abuse/general mental health treatment program for juveniles referred from courts, probation, corrections, in Maricopa County. Components include assessment, group/individual counseling, family counseling, violence interruption, case management, drug testing, drug/alcohol education awareness classes and evening support programs.

Established Drug Court assessments for Juvenile Drug Courts in Maricopa and Pima County to ensure appropriate, accountable client matching.

Developed Domestic Violence Programming in Yavapai County incorporating drug testing component when necessary.

Developed a Women's Treatment Network Program designed for felony offenders who are substance abusers devoted to gender specific women needs, treatment and case management.

Designed and established first jail-based treatment program (ALPHA Program) for female and male inmates in Maricopa County Jail system.

As Alliance Coordinator for the Partnership for a Drug Free Arizona, works with the media and anti-drug organizations statewide to assist in providing the guidance, technical assistance and materials necessary to shape a multi-media campaign tailored to the needs and activities within Arizona.

1983 - 1989

Instructor  
Phoenix College, Criminal Justice Department

1974 - 1977

Probation/Parole Officer  
Department of Offender Rehabilitation  
Fort Lauderdale, Florida

1971 - 1974          Purchasing Coordinator  
Parkway General Hospital  
North Miami Beach, Florida

### **NATIONAL AFFILIATIONS**

Past Chair, Maricopa County Substance Abuse Teen Task Force, Arizona

Past President and current Board member, National Consortium of TASC Programs

National Task Force on Correctional Substance Abuse Strategies  
U.S. Dept. of Justice, National Institute of Corrections, National Academy of Corrections

Resource Consultant: American Correctional Association

Resource Consultant: American Probation and Parole Association

Resource Consultant: Bureau of Justice Assistance

Resource Consultant: United Nations Fund for Drug Abuse Control (UNFDAC) Pan American Health Organization of the World Health Organization

Resource Consultant: World Affairs Council (Substance Abuse Programming, Planning and Implementation)

Member, Arizona Department of Health Services' Clinical Laboratory Licensure Advisory Committee representing criminal justice system and small business sector

Member, Clinical Laboratory Advisory Committee for Arizona Department of Health Services (responding to Federal CLIA)

Former Member, Governor's Advisory Council on Arizona Behavioral Health

Consultant, Center for Substance Abuse Treatment, Department of Health and Human Services, Washington, D.C.

Consultant: Johnson, Bassin and Shaw

**STEPHEN T. RADVICK**

65 East Monte Vista  
Phoenix, AZ 85004  
(602) 253-3217 (home)  
(602) 254-7328 (office)

**EDUCATION**

Thunderbird Graduate School for International Management  
Glendale, Arizona  
Graduated International Management: January, 1971

Arizona State University  
Tempe, Arizona  
Graduated Business Administration: May, 1969

**PROFESSIONAL EXPERIENCE**

November, 1992 TASC, Inc.  
Current Position: Program Administrator  
Responsible for programmatic aspects of various behavioral health and criminal justice programs. Responsible for the development, writing and submission of government and foundation proposals. Develop monitoring criteria for all in-house programs.

December, 1988 - October, 1992 Circle, Inc.  
Position: Site Director  
Responsible for the administration of a research site for a NIDA funded HIV Risk Reduction Project. Responsible for development of protocol, Sheriff's Department liaison, supervision of services, hiring of personnel.

November, 1985 - December, 1988 Arizona Institute for Criminal Justice, Inc.  
Position: Director  
Responsible for the overall administration of the Institute. Duties included marketing, proposal development, recruiting Institute personnel and consultants, monitoring budget, financial report, and development of final evaluation write-ups.

May, 1982 - November, 1985 Arizona Department of Corrections.  
Position: Behavioral Health Programs Administrator  
Responsible for planning, administrating and evaluating a statewide program of behavioral health services for the Arizona Department of Corrections including both community-based and institutionally-based programs designed to have a significant public, agency and financial impact. Program areas included psychological, health, substance abuse and sex offender treatment services. Acted as the primary public information officer including assisting in the development of information on publications and public service announcements. Acted as liaison between Department and State Legislature.



**GERALD E. CLEMENT, Ph. D.**  
**Forensic Toxicologist & Clinical Chemist**

TASC Laboratory Technical Director, Phoenix, AZ -March 2006 to Present  
Private Consultant of Chemistry, Toxicology, Immunology and Endocrinology  
-June 1996 to Present

**PROFESSIONAL ACHIEVEMENTS**

- Diplomat of American Board of Forensic Toxicology-1986
- Diplomat of American Board of Clinical Toxicology-1984
- Diplomat of American Board of Clinical Chemistry -1975
- Full Member Society of Forensic Toxicology
- Full Member American Academy of Forensic Science
- Full Member American Society Clinical Chemistry
- Accepted as expert Witness in Arizona, Pennsylvania and New Jersey for Drugs and Alcohol
- Current CAP Laboratory Inspector for Forensic Urine Drug Testing
- Medical Review Officer (MRO) for employers requiring certification of drug testing results
- Past Laboratory Inspector for SAMSHA Forensic Drug Testing Laboratories

**EDUCATION AND WORK EXPERIENCE**

- Forensic Consultant primarily for Defense Attorneys and the Public Defenders Office, Maricopa County, AZ, involving drugs and alcohol
- Forensic Consultant for Forensic Pathologist and Attorneys in Allentown, PA involving drugs, alcohol and medical malpractice
- Technical Director and Consultant in Toxicology, Chemistry, Immunology and Endocrinology for Health Network Laboratories 1974 to August 1997
- Clinical Fellow, Hahnemann Medical School, Philadelphia 1972-1974
- Associate Professor of Chemistry, Kenyon College, Gambier, Ohio 1968-1972
- Assistant Professor of Chemistry, State University of New York, Binghamton, NY 1963-1968
- NIH Post Doctoral Fellow Northwestern University 1961-1963
- Ph.D. Organic Chemistry -Purdue University 1961
- BA Chemistry, University of Minnesota 1957

**PROFESSIONAL ACCOMPLISHMENTS**

- Clinical Chemist-Toxicologist for 850 bed acute care facility since inception developing full services in Chemistry, Toxicology, Immunology and Endocrinology
- Active Team member for the total re-engineering of Health Network Laboratories, accomplishing:
  - Consolidation of 16 distinct sections into 5 interdependent pods, building of a new 21 ,000 square foot stand alone laboratory, installation of new automated equipment, introduction of laboratory robotics, reorganization of personnel while emphasizing customer service and positioning the laboratory for regionalization and expansion.
  - Ph.D. Chemist with 30 years of clinical and forensic experience
  - Developed toxicology services to include emergency, forensic autopsy, forensic blood alcohol, and forensic urine drug screen for pre-employment and for cause, TDM and selected drug quantitations offered 7 days a week, 24 hours a day
  - Director of COMAC -Commission on Accreditation of Clinical Chemists approved Post Doctoral Fellow Program 1978-1988
  - Developed seminars and workshops for local State and National presentations in association with MCC, ASCP, ASMT and PSMT focusing on Alcohol, Drugs and D.U.I.
  - Developed a unique, nationally offered toxicology training program 1985- 1997
  - Participated in consolidation and re-engineering of two major laboratories
- Developed highly efficient and responsive chemistry and toxicology departments servicing outside contracts such as services to State Hospitals, Pennsylvania Department of Probation and Parole, Prison Systems and D.U.I. Programs
- Completed courses in Principles of Total Quality Management and Team Building
- Actively participated in budget preparation for consumables, capital equipment and personnel.
- Directly responsible for organization of and selection of instrumentation for each department under my jurisdiction
- Complete familiarization with the following instrumentation: Nephelometry, Chemilluminence, UV-Visible Spectrophotometry, Electrophoresis, EIA, RIA, HPLC, GC/NPD, GC/MS, TLC
- PUBLICATIONS/PRESENTATIONS
  - A case of fatal Prozac (Fluoxetine) poisoning in a child-presented Society Forensic Toxicology, 1995
  - A case of Mercury Poisoning -Munchausen by Proxy -presented Academy Forensic Society Meeting 1993

- Drug Quantitations by the Method of Standard Addition -Presentation given 1984 SOFT Meeting
  - Methodology Studies for DuPont with Monographs on Lidocaine, Benzodiazepines, Quinidine, LD and CK-MB Isoenzymes, Amino glycosides, Urine Drug Analyses, Alcohol, Salicylate and Enzymes.
  - Past clinical trial consultant for Dupont, Boehringer Mannheim and SYVA (now Siemens) to evaluate selected new and revised methods.
  - Confirmation Methods in Toxicology -Presentations at several AACC meetings
  - Practical Aspects of Urinary Drug Screening -Roundtable at several AACC meetings
  - Developed and presented workshops in: Emergency Toxicology for ASCP, 1981 to Present; ASMT and PSMT, 1982 -1998
  - Current topics in Toxicology -one day sessions sponsored by Health Network Laboratories, 1976 -1997
  - Lipids -Utility in Predicting Open Heart Surgery -Presentation 1984 AACC Meeting
  - Clinical and Legal Aspects of Blood Alcohol and other Controlled Substances at a Workshop presented at several local and national AACC Meetings, 1984 -1998
  - Urinary Drug Screening with Confirmation -A Workshop, 1985 -Present
  - Pre-clinical Research involved NIH grant supported publication of 25 papers and reviews on the Mechanism of Pepsin and Chymotrypsin Action
- 
- EXPERT WITNESS
  - Medical Malpractice
  - Expert Court Testimony for pre-employment cases involving the use of drugs and/or alcohol
  - Expert Court Testimony for D.U.I. cases
  - Provided written expert opinions on drug and alcohol (D.U.I.) cases
  - Interpreted drug and/or alcohol levels for:
    - Extent of impairment
    - Retrospective quantitative calculations
    - Pre-employment
    - Driving under the influence
    - Accuracy of testing results
    - Evaluation of testing procedures
  - Appeared in court and/or written opinions in over 100 forensic cases
  - Participated as an organizer and speaker in National workshops on principles and techniques of being an effective expert witness

18241 N. San Salvador Court Surprise, AZ 85374  
 (623) 544-4286 E-mail: lindaclement@cox.net

## Curriculum Vitae

### Douglas Kyle Kramer

TASC, INC.  
2234 N 7<sup>th</sup> Street  
Phoenix, AZ 85006

Phone: 602.257.7588 x 189  
Fax: 602.257.7590  
E-mail: [dkramer@tascaz.org](mailto:dkramer@tascaz.org)

#### BIO

Douglas Kramer is currently the Laboratory Technical Supervisor and Database Administrator at Treatment Assessment Screening Center (TASC, Inc.). He holds a Bachelors of Science degree in Microbiology, with extensive post-baccalaureate studies in Biochemistry from Arizona State University. He has worked in the clinical diagnostic arena for over 21 years, with the last 19 years specializing in forensic urine drug testing, and has supervised technical operations at TASC, Inc in Phoenix for 13 years.

In addition to overseeing the technical operations and research and development at TASC, Inc., Mr. Kramer has actively served as an expert witness throughout the state of Arizona for Attorneys General and Public Defenders offices for over 12 years, aiding counsel in both prosecution and defense in matters of forensic drug testing.

Mr. Kramer has provided, and continues to provide, drugs of abuse training seminars for various criminal justice agencies including, but not limited to, Justices of the Superior Court of Arizona, Arizona Department of Corrections, American Probation and Parole Association, and National TASC Conferences.

Mr. Kramer also serves as Database Administrator and Web application developer for TASC, Inc. He has provided custom LIS design and deployment, chemistry analyzer hardware and software LIS integration, and secure Internet LIS data distribution for TASC clientele across the United States.

#### EDUCATION

December, 1985 Bachelors of Science, Microbiology Arizona State University Tempe, AZ

May, 1987 Post-Baccalaureate Studies, Chemistry (55 credit hours of Applied Biochemistry) Arizona State University Tempe, AZ

#### PROFESSIONAL EXPERIENCE

<b>07/01/93 to Present</b>	<b>Technical Supervisor, FUDT Laboratory</b> TASC, Inc. Phoenix, AZ
<b>06/01/99 to</b>	<b>Present Database Administrator</b> TASC, Inc. Phoenix, AZ
<b>05/07/90 to 06/30/93</b>	<b>Senior Lab Technologist</b> TASC, Inc. Phoenix, AZ
<b>07/28/88 to 05/06/90</b>	<b>Lab Technologist</b> TASC, Inc. Phoenix, AZ
<b>04/01/86 to 07/27/88</b>	<b>Microbiology Lab Technologist</b> National Health Laboratories Phoenix, AZ

#### PROFESSIONAL MEMBERSHIPS, AFFILIATIONS, and APPOINTMENTS

American Association for Clinical Chemistry (AACC)  
American Chemical Society (ACS), 1992-present  
College of American Pathologists (CAP), FUDT Laboratory Inspection Team Leader  
Society of Forensic Toxicologists

**GAIL C. FRENCH**2511 E. North Lane, Phoenix, AZ 85028

---

TASC, Inc.  
2234 North 7' Street  
Phoenix, AZ 85006

Work # (602) 257-7588 x 237  
gfrench@tascaz.org

**EDUCATION**

Bachelor of Science: Health Services, Minor: Management, Lab Sciences and chemistry emphasis  
Cum Laude, May 1980  
Northern Arizona University, Flagstaff, AZ

**PROFESSIONAL EXPERIENCE****TASC Laboratory General Supervisor**

TASC, Inc, Phoenix, AZ

7/18/88 to present

Directly supervise and responsible for all laboratory staff in both technical and non-technical areas. Responsible for program management and continuation of our College of American Pathologist (CAP) accreditation as well as our Clinical Laboratory Improvement Act (CLIA) certification and state laboratory regulations assuring yearly compliance. Responsible for all administrative, personnel issues and managerial functions. Responsible for managing and overseeing the laboratory including compliance in areas of quality control and quality assurance as well as managing the non-technical aspects to meet our contract needs. Evaluate, write and implement new polices and procedures for technical and non-technical aspects of laboratory. Manage the Custodian of Records department as well as the laboratory customer service department, preparing litigation documentation for counsel in prosecution and defense as well as probation, parole and other criminal justice accounts. Provide not only technical assistance for the laboratory but program assessment, development and management for the laboratory as well. Analysis of specimens and releasing of testing results as needed. Evaluate employee's performance and compliance to TASC policies, procedures and certifications. Establish and maintain procedures for evaluation and the continuance of the competency of laboratory staff. Maintain sufficient number of personnel to accomplish workload in accordance with volume and turnaround times.

**Medical Technologist**

Damon Clinical Laboratory, Phoenix, AZ

July 1983 to July 1988

**TOXICOLOGY :**

Process large volume of drug screens and perform confirmation testing on specific analytes as required. Perform all department procedures on STAT basis, on call 24 hours. Perform all therapeutic drug monitoring, identify and quantitate via Gas Chromatography. Perform specific tests such as carbon monoxide, lead, zinc, copper and blood alcohol testing. Responsible for quality control, maintenance and troubleshooting of all instrumentation. Prepare reagents, standards and controls. Perform assays on spectrophotometer, gas liquid chromatographs, fluorometer, gas dual-beam spectrophotometer, atomic absorption spectrophotometer, TDX analyzer

**CHEMISTRY, RIA, HEMOTOLOGY**

Process urinalysis, BUN'S, creatinines, HDL, cholesterol, glucose testing. Perform digoxins and serum pregnancy tests. Process CBCs, differentials, and protimes.

**Medical Technician**

Arizona State Laboratory, Coconino County Health Department, Flagstaff, AZ 86001 1/80 to 10/82

Supervise laboratory in absence of manager. Perform all microbiology and serology testing on a daily basis, including cultures, stains and identification of organisms. Perform RPR's, VDRL7s, for identification of syphilis. Analyze drinking water for suitability. Assist with patient exams; perform clinical lab tests on site. Develop policy and procedure manuals for lab test programs. Perform daily, monthly and annual program reports. Instruct university students in clinical lab testing procedures

**Associations:**

College of American Pathologists (CAP)

Society of Forensic Toxicologists (SOFT)

Drug and Alcohol Testing Industry Association (DATIA)

Substance Abuse Program Administrator Association -SAPAA,CP-TC Certified Instructor Collections

# JAIME ANDERSON

---

**Experience**      October 2008 – Present      Treatment Assessment Screening Center, Inc.  
(TASC, Inc.)      Phoenix, AZ

## **GC/MS Specialist / Senior Technologist**

- Responsible for GC/MS Department staff and operations
- Analyze and review data and report final results
- Perform extractions as necessary
- Review Quality Control material and documentation
- Assure department compliance with CAP regulations and other licensure requirements
- Responsible for annual validations and documentation of all analytes
- Responsible for all maintenance of all equipment within department
- Provide expert testimony when required

March 2003 – September 2005      Varian, Inc.      Tucson, AZ

## **Sales Representative**

- \$42,000 annual salary plus commissions
- Sold Chromotography and Mass Spectrometer instruments to laboratories in Arizona and New Mexico
- Familiar with numerous applications

December 2000 – February 2003      Tucson Police Department      Tucson, AZ

## **Criminalist**

- \$42,000 annual salary
- Analyzed criminal drug evidence using FTIR and GC/MS
- Analyzed blood for alcohol content using GC
- Maintained breath testing instruments
- Experience testifying in court, educating grand juries and teaching courses at the Police Academy

February 1999 – November 2000      J2 Laboratories      Tucson, AZ

## **Laboratory Analyst**

- \$37,000 annual salary
- Conducted drugs of abuse confirmations in urine samples using GC/MS

Summer 1998      Maricopa County      Phoenix, AZ

## **Intern – Medical Examiner's Office Toxicology Laboratory**

- Conducted testing on post mortem samples for drugs and alcohol
- Learned and used many different extraction procedures
- Instrumentation used included GC, GC/MS and UV/VIS

**Education**      1995 – 1998      Northern Arizona University      Flagstaff, AZ

- B.S. Chemistry with an emphasis in Forensics
- Graduated *Magna Cum Laude*

**Joseph R. Candelaria**

4235 N 88<sup>th</sup> Ave  
Phoenix, Az 85037  
(623)772-5358

**Objective:** Professional Management/Trainee position with a growing business in which I can grow and utilize my skills to the fullest extent.

**Experience:**

February 2000 to Present:

Collections Administrator, Treatment Assessment Screening Center, TASC  
Responsible for all collection offices, to include Maricopa County, Coconino, County, Yavapai County, Pima County, Mohave County and Pinal County as well as out of state collections. Duties included all aspects of multi-unit management, hiring, training, marketing, P& L responsibilities, customer service, productivity, quality control, writing procedures for urine collection and establishing new collection facilities.

June 1998 to January 2000:

Shift Supervisor, Norrell

Responsible for 30 + employees for Gatorade Production Facility. Duties included hiring, training, productivity, quality control, and employee relations.

January 1994 to May 1998:

District Manager

K.F.C. (Kentucky Fried Chicken)

Responsible for a single unit in the Yuma area. Duties include all aspects of multi-unit restaurant management, sales, hiring, employee relations, inventory control, productivity, and payroll.

November 1990 to March 1993:

Operations Manger

K.S.B. Inc. (Subway Sandwiches and Salads) Bakersfield, CA

Responsible for 5 stores in the Bakersfield area. Duties included all aspects of multi-unit management, hiring, counseling, payroll, inventory control, customer service, productivity, employee relations. Increased sales 16% average per store over previous year.

May 1986 to July 1989:

Zone Manager

Circle K Corporation, Bakersfield, CA

Responsible for 14 retail stores in the San Joaquin Valley. Duties include hiring, payroll, grand openings, marketing, employee development, vendor relations, productivity and customer relations.

1989, Sacramento, CA. completed management course, "A Situational Approach to Managing People." By Dr Ken Blanchard

Received letter of appreciation from Senior Vice President  
Received a Treasure Employee Report

**Education:**

San Joaquin Valley College 1985

California Coast University, Associate Arts Degree 2007

Currently completing Bachelor degree in Business Management Skills.

DIANE L. WEAVER  
 14622 N. 33<sup>rd</sup> STREET  
 PHOENIX, AZ 85032  
 (602) 867-0159

## EMPLOYMENT

January, 2000 – Present: TREATMENT ASSESSMENT SCREENING CENTER (TASC)  
 Controller. Non-profit with fee-for-service revenues of \$4 million; 8 facilities across AZ.; approx. 10 cost centers. Monthly F/S including overhead allocation to cost centers, manage A/R, A/P, P/R, cash flow and heavy cash receipts. Hire, train and supervise accounting staff. Develop and revise accounting policies and procedures, particularly in the areas of cash-handling procedures and fraud prevention/detection. Prepare and reconcile all schedules for independent audit. Work closely with MIS Dept. developing specialized Access and Crystal reports for more efficient billing and financial reporting.

November, 1998 – December, 1999: SKYLINE WINDOW CLEANING, INC., PHOENIX, AZ.  
 Controller. Financial statements, manage cash flow, accounts receivable, accounts payable, payroll. Tax planning and manage computer systems. Prepare bid proposals and schedule jobs.

1987 – 1998: GOODMAN, LEWIS & WEAVER, CPA'S, PHOENIX, AZ.  
 Managing officer of public accounting firm. Coordinated the timely completion and conducted final review of all financial statements, income tax returns, and any other services provided to clients. Provided tax planning, financial analysis and review of accounting and computer systems for clients. Recruited, trained, and supervised all firm employees.

1985 – 1986: ZOLONDEK & BLUMENTHAL, CPA'S, PHOENIX, AZ.  
 Accountant. Prepared compiled and reviewed financial statements, field audit work schedules. Individual, corporate and partnership income tax returns and year-end tax planning.

1984 – 1985: GOODMAN, LEWIS & VANDENBERG, CPA'S, PHOENIX, AZ.  
 Accountant. Individual, corporate and partnership income tax returns, compiled financial statements, payroll and sales tax reports.

1976 – 1983: IDAHO HOSPITAL ASSOCIATION, BOISE, IDAHO  
 Accountant. Financial statements, budget preparation, tax returns and payroll reports for three non-profit corporations. All accounting functions from source documents through financial statements.

## CERTIFICATION

C.P.A. Certification received from Arizona State Board of Accountancy in 1987.

## EDUCATION

Boise State University, Boise, Idaho; B.B.A. Major in Accounting

## COMPUTER SKILLS

Windows 98 and Me; Excel; Word; Access; BusinessWorks, Axcent, Solomon, and Quickbooks G/L Packages.

## **SAMPLE REPORTS**



**TASC DRUG DETECTION LABORATORY**  
 2234 N. 7th Street – Phoenix, AZ 85006  
 CLIA# 03D0938729 / CAP LAP: 3201701  
 DIRECTOR: Dr. Gerald Clement Ph.D.

6/22/2010

**Individual Testing Compliance Summary for the Period: 02/26/2010 - 03/24/2010**

**Client Name:** Jane Doe

**DOB:** 01/01/1901    **TASC ID:** 1234

**Agency:**

**Agency ID:** 4321

**Referred By:** Caseworker

Date	Call Time	Test Required	Accession Number	ALC	AMP	BAR	BEN	COC	MDN	OPI	PCP	PRO	THC	LSD	XTC	ETG	Comments
02/26/10		No															
02/27/10		No															
03/01/10		No															
03/02/10	10:15	No															
03/03/10	09:52	No															
03/04/10	09:45	No															
03/05/10	09:00	No															
03/06/10		No															
03/08/10	11:07	YES	5721212	neg	neg			neg		neg			neg				
03/09/10	10:38	No															
03/10/10	08:50	No															
03/11/10	10:43	YES	5732265	neg	neg			neg		neg			neg				
03/12/10	10:10	No															
03/13/10		No															
03/15/10	09:33	No															
03/16/10	10:11	No															
03/17/10	09:18	No															
03/18/10	07:22	No															
03/19/10	08:43	No															
03/20/10		No															
03/22/10	09:38	No															
03/23/10	09:29	No															
03/24/10	06:36	No															

<b>TEST LEGEND:</b>	<b>ALC</b> - Alcohol	<b>BEN</b> - Benzodiazepines	<b>OPI</b> - Opiates	<b>THC</b> - Marijuana
	<b>AMP</b> - Amphetamines	<b>COC</b> - Cocaine	<b>PCP</b> - Phencyclidine	<b>LSD</b> - LSD
	<b>BAR</b> - Barbiturates	<b>MDN</b> - Methadone	<b>PRO</b> - Propoxyphene	<b>XTC</b> - Ecstasy
	<b>ETG</b> - Ethyl Glucuronide			

Donor ID:

*TASC Recommends that all Positive samples be confirmed by GCMS analysis.  
 If a donor appears to have missed a required test,  
 contact a TASC representative to verify compliance before taking any action against the donor.*

TASC of Arizona

**Individual Results History  
by TASC Donor ID**

Printed: 4/2/2009 11:16:20AM

**TASC DRUG DETECTION LABORATORY**  
2234 N. 7th Street -- Phoenix, AZ 85006  
CLIA# 03D0838729 / CAP-LAP# 3201701  
DIRECTOR: Dr. Gerald Cleimant, Ph.D.



Individual Test History for: LASTNAME, FIRSTNAME

Donor ID: 64325131 D.O.B: 12/16/1950

Date	Accession	ALC	AMP	BAR	BEN	COC	MEI	OPI	PCP	PRO	IHC	LSD	XTC	ETG	Status	Comments
04/01/09	5195802	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	
03/30/09	5192931	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	SPECIMEN DILUTED - Urine creatinine and specific gravity are below acceptable limits.
03/27/09	5189531	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	
03/25/09	5184884	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	
03/23/09	5181804	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	SPECIMEN DILUTED - Urine creatinine and specific gravity are below acceptable limits.
03/20/09	5177110	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	
03/18/09	5174231	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	
03/16/09	5170557	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	
03/13/09	5168100	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	
03/11/09	5161752	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	
02/27/09	5144517	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	SPECIMEN DILUTED - Urine creatinine and specific gravity are below acceptable limits.
02/20/09	5129103	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	
02/16/09	5125685	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	
02/13/09	5119665	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	
02/11/09	5114126	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	
02/09/09	5108952	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	
02/06/09	5106942	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	SPECIMEN DILUTED - Urine creatinine and specific gravity are below acceptable limits.
02/05/09	5103579	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	
01/30/09	5094503	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	SPECIMEN DILUTED - Urine creatinine and specific gravity are below acceptable limits.
01/26/09	5084591	N	N	N	N	N	POS								Complete	
01/23/09	5082053	N	N	N	N	N	POS								Complete	
01/21/09	5077675	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	SPECIMEN DILUTED - Urine creatinine and specific gravity are below acceptable limits.
01/14/09	5064883	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	
01/13/09	5062485	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	
01/08/09	5055350	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	SPECIMEN DILUTED - Urine creatinine and specific gravity are below acceptable limits.
12/18/08	5020404	N	N	N	N	N	N	N	N	N	N	N	N	N	Complete	

ALCOHOL AMPHETAMINE BARBITURATE BENZODIAZEPINE COCAINE METHADONE ORIPAVES (PCP) PHENCYCLIDINE PROPXYPHENE  
(THC) CANNABINOLS (LSD) LSD (ATC) ECSTASY (ETG) ETG POS = Positive N = Negative Blank = Test Not Performed

TASC of Arizona



**TASC DRUG DETECTION LABORATORY**  
 2234 N. 7th Street - Phoenix, AZ 85008  
 CLIA# 03D0088729 / CAP-LAP# 3201701  
 DIRECTOR: Dr. Gerald Clement, Ph.D.

**Agency Results Summary  
 by Referral Source and Collection Date**

Central Jail Facility

Collection Date Range: 03/01/2009 - 03/31/2009 Referred by: OFFICER DEMO

4/2/2009 11:34AM

Name	TASC ID	Agency ID	Sample Date	Accession #	E	A	B	Z	C	M	O	P	X	I	L	I	Y	G	Comments
CLIENT NUMBER 1, FIRSTNAME	8156434		03/16/09	5168828	n	n	n	n	n	n	n	n	n	n	n	n	n	n	
CLIENT NUMBER 2, FIRSTNAME	6368084		03/03/09	5148228	n	n	n	n	n	n	n	n	n	n	n	n	n	n	
CLIENT NUMBER 2, FIRSTNAME	6368084		03/25/09	5184394	n	n	n	n	n	n	n	n	n	n	n	n	n	n	
CLIENT NUMBER 3, FIRSTNAME	6371045		03/06/09	5163526	n	n	n	n	n	n	n	n	n	n	n	n	n	n	
CLIENT NUMBER 3, FIRSTNAME	6371023		03/11/09	5163593	n	n	n	n	n	n	n	n	n	n	n	n	n	n	
CLIENT NUMBER 3, FIRSTNAME	6371023		03/16/09	5186053	n	n	n	n	n	n	n	n	n	n	n	n	n	n	
CLIENT NUMBER 4, FIRSTNAME	8301986		03/25/09	5182516	n	n	n	n	n	n	n	n	n	n	n	n	n	n	
CLIENT NUMBER 5, FIRSTNAME	7545156		03/02/09	5148828	n	n	n	n	n	n	n	n	n	n	n	n	n	n	
CLIENT NUMBER 6, FIRSTNAME	7056805		03/12/09	5184327	n	n	n	n	n	n	n	n	n	n	n	n	n	n	
CLIENT NUMBER 6, FIRSTNAME	7056805		03/20/09	5179881	n	n	n	n	n	n	n	n	n	n	n	n	n	n	
CLIENT NUMBER 6, FIRSTNAME	7056805		03/24/09	5183582	n	n	n	n	n	n	n	n	n	n	n	n	n	n	
CLIENT NUMBER 6, FIRSTNAME	7056859		03/02/09	5146827	n	n	n	n	n	n	n	n	n	n	n	n	n	n	

(E)ALCOHOL (A)AMPHETAMINE (B)BARBITURATE (C)BENZODIAZAPINE (C)COCAINE (M)METHADONE (O)OPiates  
 (P)PHENACETAMINE (X)PROPOXYPHENE (Y)CANNABINOIDS (L)LSI (Y)ECSTASY (G)ETG

P = Positive n = Negative Blank = No Test Performed

Page 1 of 1

Report Generated Remotely via TASC Online Client Services Portal

TASC of Arizona

**TASC DRUG DETECTION LABORATORY**  
2234 N. 7th Street - Phoenix, AZ 85006  
CLIM 03100688729 / CAP-LAP# 3201701  
DIRECTOR: Dr. Gerald Clement, Ph.D.

**Agency Results Summary**  
by Referral Source and Collection Date

POSITIVE AND UNACCEPTABLE SAMPLES ONLY

Central Nogales Prison

1234 N main Street, Building 30

Collection Date Range: 03/01/2009 - 03/31/2009

4/2/2009 11:20AM

Referred by: OFFICER JOSEPH DOAKES

Name	TASC ID	Agency ID	Sample Date	Accession #	E	A	R	C	M	O	P	R	I	L	I	Y	G	Comments	
DEMO PATIENT1, FIRSTNAME	12323519	88423934	03/12/09	5170505	n	P													
DEMO PATIENT 2, FIRSTNAME	35454555	83737454	03/19/08	5146833	n	n													Specimen Diluted.

(E)ALCOHOL (A) AMPHETAMINE (S)BARBITURATE (Z)BENZODIAZAPINE (C)COCAINE (MM)METHADONE (O)OPRIATES  
(P)PHENCYCLIDINE (X)PROPOXYPHENE (T)TCANIMABINDS (L)USD (Y)ECSTASY (G) ETG

P = Positive n = Negative Blank = No Test Performed



TASC of Arizona  
**Client Drug Test Results Summary**  
**for**  
**Demo County Southeast Lockup**

Period: 10/01/08 -- 12/31/08

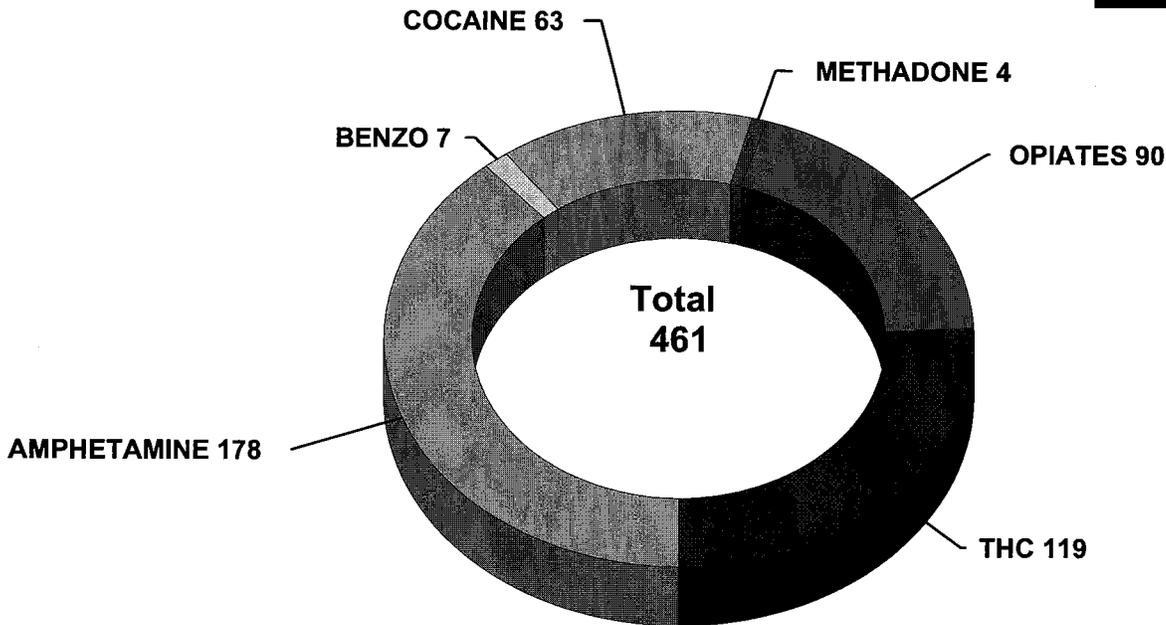
Individuals Tested:\* 434  
 Positive Individuals:\* 158 (36.4%)  
 Samples Collected: 4,336  
 Avg. Samples per Donor: 10.0  
 Positive Samples: 412

Female	127
Male	307
Total	434

\* non-duplicated

AMPHETAMINE	38.6%
BARBITURATE	0.0%
BENZO	1.5%
COCAINE	13.7%
ETG	0.0%
METHADONE	0.9%
OPIATES	19.5%
PROPOXYPHENE	0.0%
THC	25.8%
Total:	100.0%

**Positive Tests by Drug**



Total Positive includes instances where donor is positive for more than one drug

**Supplier: Treatment Assessment Screening Center****SIGNATURE FORM  
COLLIN COUNTY, TEXAS**


---

DELIVERY WILL BE F.O.B. INSIDE DELIVERY AT COLLIN COUNTY DESIGNATED LOCATIONS AND ALL TRANSPORTATION CHARGES PAID BY THE SUPPLIER TO DESTINATION.

DELIVERY TO BE SPECIFIED IN CALENDAR DAYS FROM DATE OF ORDER. **1**

WE **DO NOT** TAKE EXCEPTION TO THE BID SPECIFICATIONS.

WE **TAKE** EXCEPTION TO THE BID SPECIFICATIONS (EXPLAIN):

**We do not take exception to the bid specifications.**

**COMPANY INFORMATION/PROFILE/REFERENCES**

Preferential Requirement: The County of Collin, as a governmental agency of the State of Texas, may not award a contract to a nonresident bidder unless the nonresident's bid is lower than the lowest bid submitted by a responsible Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located (Government Code, Title 10, V.T.C.A., Chapter 2252, Subchapter A). Bidder shall make answer to the following questions by selecting the appropriate radio button or inserting information in the box provided:

Is your principal place of business in the State of Texas?       Yes       No

If the answer to question is "yes", no further information is necessary; if "no", please indicate:

in which state is your principal place of business is located:      **AZ**

if that state favors resident bidders (bidders in your state) by some dollar increment or percentage:       Yes       No

if "yes", what is that dollar increment or percentage?

**Company Profile:      IS YOUR FIRM?**

Sole Proprietorship       Yes       No

General Partnership       Yes       No

Limited Partnership       Yes       No

Corporation       Yes       No

Other  Yes  No

List Legal Names in Company: **Treatment Assessment Screening Center, Inc.**

**List at least three (3) companies or governmental agencies where these same/like products/services, as stated herein, have been provided. Include company name, address, contact name and telephone number.**

**Dennis Potts, Assistant Director  
Harris County Pretrial Services  
1201 Franklin, 12th Floor  
Houston, TX 77002  
Ph. 713.755.5440  
Fx. 713.755.2929  
DPotts@Justex.net**

**David Sanders  
Chief Adult Probation Officer  
Pima County Adult Probation  
2695 E. Ajo Way  
Tucson, AZ 85713  
Ph. 520.243.6351  
Fx. 520.243.6304  
dsanders@sc.pima.gov**

**Paul O'Connell, Operations Director  
Community Corrections Bureau  
Arizona Dept. of Corrections  
801 S. 16th Street, Suite 1  
Phoenix, AZ 85034  
Ph. 602.771.5705  
POCONNELL@azcorrections.gov**

**Brad Mattingly  
DUI/Drug Court Coordinator  
Coconino County DUI/Drug Court  
200 N. San Francisco Street  
Flagstaff, AZ 86001  
Ph. 928.226.6057  
Fx. 928.679.7505  
BMatting@courts.az.gov**

AS PERMITTED UNDER TITLE 8, CHAPTER 271, SUBCHAPTER F, SECTION 271.101 AND 271.102 V.T.C.A. AND TITLE 7, CHAPTER 791, SUBCHAPTER C, SECTION 791.025, V.T.C.A., OTHER LOCAL GOVERNMENTAL ENTITIES MAY WISH TO ALSO PARTICIPATE UNDER THE SAME TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT. EACH ENTITY WISHING TO PARTICIPATE MUST ENTER INTO AN INTERLOCAL AGREEMENT WITH COLLIN COUNTY

AND HAVE PRIOR AUTHORIZATION FROM VENDOR. IF SUCH PARTICIPATION IS AUTHORIZED, ALL PURCHASE ORDERS WILL BE ISSUED DIRECTLY FROM AND SHIPPED DIRECTLY TO THE LOCAL GOVERNMENTAL ENTITY REQUIRING SUPPLIES/SERVICES. COLLIN COUNTY SHALL NOT BE HELD RESPONSIBLE FOR ANY ORDERS PLACED, DELIVERIES MADE OR PAYMENT FOR SUPPLIES/SERVICES ORDERED BY THESE ENTITIES. EACH ENTITY RESERVES THE RIGHT TO DETERMINE THEIR PARTICIPATION IN THIS CONTRACT. WOULD BIDDER BE WILLING TO ALLOW OTHER LOCAL GOVERNMENTAL ENTITIES TO PARTICIPATE IN THIS CONTRACT, IF AWARDED, UNDER THE SAME TERMS AND CONDITIONS?  Yes  No

By signing and submitting this Bid/Proposal, Bidder/Offeree acknowledges, understands the specifications, any and all addenda, and agrees to the bid/proposal terms and conditions and can provide the minimum requirements stated herein. Bidder/Offeree acknowledges they have read the document in its entirety, visited the site, performed investigations and verifications as deemed necessary, is familiar with local conditions under which work is to be performed and will be responsible for any and all errors in Bid/Proposal submittal resulting from Bidder/Offeree's failure to do so. Bidder/Offeree acknowledges the prices submitted in this Bid/Proposal have been carefully reviewed and are submitted as correct and final. If Bid/Proposal is accepted, vendor further certifies and agrees to furnish any and all products/services upon which prices are extended at the price submitted, and upon conditions in the specifications of the Invitation for Bid/Request for Proposal.

THE UNDERSIGNED HEREBY CERTIFIES THE FOREGOING BID/PROPOSAL SUBMITTED BY THE COMPANY LISTED BELOW HEREINAFTER CALLED "BIDDER/OFFEROR" IS THE DULY AUTHORIZED AGENT OF SAID COMPANY AND THE PERSON SIGNING SAID BID/PROPOSAL HAS BEEN DULY AUTHORIZED TO EXECUTE SAME. BIDDER/OFFEROR AFFIRMS THAT THEY ARE DULY AUTHORIZED TO EXECUTE THIS CONTRACT; THIS COMPANY; CORPORATION, FIRM, PARTNERSHIP OR INDIVIDUAL HAS NOT PREPARED THIS BID/PROPOSAL IN COLLUSION WITH ANY OTHER BIDDER/OFFEROR OR OTHER PERSON OR PERSONS ENGAGED IN THE SAME LINE OF BUSINESS; AND THAT THE CONTENTS OF THIS BID/PROPOSAL AS TO PRICES, TERMS AND CONDITIONS OF SAID BID/PROPOSAL HAVE NOT BEEN COMMUNICATED BY THE UNDERSIGNED NOR BY ANY EMPLOYEE OR AGENT TO ANY OTHER PERSON ENGAGED IN THIS TYPE OF BUSINESS PRIOR TO THE OFFICIAL OPENING OF THIS BID/PROPOSAL.

Company Name	Treatment Assessment Screening Center, Inc.
Street Address of Principal Place of Business	2234 N. 7th Street
City, State, Zip	Phoenix, AZ 85006
Phone of Principal Place of Business	602-254-7328
Fax of Principal Place of Business	602-255-0851
E-mail Address of Representative	bzugor@tascaz.org
Federal Identification Number	86-0377987
Date	June 26, 2012
Acknowledgement of Addenda	#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/> #4 <input type="checkbox"/> #5 <input type="checkbox"/> #6 <input type="checkbox"/>
Authorized Representative Name	Barbara A. Zugor
Authorized Representative Title	Executive Director
Signature (Required for paper bid submission)	Barbara A. Zugor

Supplier: **Treatment Assessment Screening Center**

<b>CONFLICT OF INTEREST QUESTIONNAIRE</b> <b>FORM CIQ</b> <b>For vendor or other person doing business with local governmental entity</b>	
<p>This questionnaire is being filed in accordance with chapter 176 of the Local Government Code by a person doing business with the governmental entity.</p> <p>By law this questionnaire must be filed with the records administrator of the local government not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.</p> <p>A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.</p>	<b>OFFICE USE ONLY</b>  Date Received
1	<p><b>Name of person doing business with local governmental entity.</b></p> <p>Treatment Assessment Screening Center, Inc.</p>
2	<p><input type="checkbox"/> <b>Check this box if you are filing an update to a previously filed questionnaire.</b></p> <p>(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than September 1 of the year for which an activity described in Section 176.006(a), Local Government Code, is pending and not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)</p>
3	<p><b>Name each employee or contractor of the local governmental entity who makes recommendations to a local government officer of the governmental entity with respect to expenditures of money AND describe the affiliation or business relationship.</b></p> <p>N/A</p>
4	<p><b>Name each local government officer who appoints or employs local government officers of the governmental entity for which this questionnaire is filed AND describe the affiliation or business relationship.</b></p> <p>N/A</p>

Adopted 11/02/2005

**FORM CIQ****CONFLICT OF INTEREST QUESTIONNAIRE****Page 2****For vendor or other person doing business with local governmental entity**

5	<p><b>Name of local government officer with whom filer has affiliation or business relationship. (Complete this section only if the answer to A, B, or C is YES.)</b></p> <p>This section, item 5 including subparts A, B, C &amp; D, must be completed for each officer with whom the filer has affiliation or other relationship. Attach additional pages to this Form CIQ as necessary.</p> <p>A. Is the local government officer named in this section receiving or likely to receive taxable income from the filer of the questionnaire? <input type="radio"/> Yes <input type="radio"/> No</p> <p>B. Is the filer of the questionnaire receiving or likely to receive taxable income from or at the direction of the local government officer named in this section AND the taxable income is not from the local governmental entity? <input type="radio"/> Yes <input type="radio"/> No</p> <p>C. Is the filer of this questionnaire affiliated with a corporation or other business entity that the local government officer serves as an officer or director, or holds an ownership of 10 percent or more? <input type="radio"/> Yes <input type="radio"/> No</p> <p>D. Describe each affiliation or business relationship. <b>N/A</b></p>
6	<p><b>Barbara A. Zugor</b> <span style="float: right;"><b>June 26, 2012</b></span></p> <p>Signature of person doing business with the governmental entity <span style="float: right;">Date</span></p>

Adopted 11/02/2005

**Supplier: Treatment Assessment Screening Center****AFFIDAVIT OF COMPLIANCE**

I, the undersigned, declare and affirm that my company is in compliance with the Immigration and Reform Act of 1986 and all employees are legally eligible to work in the United States of America.

I further understand and acknowledge that any non-compliance with the Immigration and Reform Act of 1986 at any time during the term of this contract will render the contract voidable.

Name of Company        **Treatment Assessment Screening Center, Inc.**

Title of Officer        **Executive Director**

Name of Officer        **Barbara A. Zugor**

Date:                    **June 26, 2012**

## Supplier: **Treatment Assessment Screening Center**

---

In order to better serve our bidders, the Collin County Purchasing Department is conducting the following survey. We appreciate your time and effort expended to submit your bid. Please take a moment to complete the below. Should you have any questions or require more information please call (972) 548-4165.

### HOW DID YOU RECEIVE NOTICE OF THIS REQUEST FOR BID OR PROPOSALS?

McKinney Courier-Gazette?                    €      Yes      ʘ      No

Plan Room?                                    €      Yes      ʘ      No

Collin County Web-Site?                    €      Yes      ʘ      No

Facsimile or email from BidSync?            ʘ      Yes      €      No

Other

### HOW DID YOU RECEIVE THE BID DOCUMENTS?

Downloaded from Home Computer?            €      Yes      ʘ      No

Downloaded from Company Computer?            ʘ      Yes      €      No

Requested a Copy from Collin County?            €      Yes      ʘ      No

Other

Thank You,

Collin County Purchasing Department