

Pre-Employment Physicals & Substance Abuse Screens



Human Resources
Department

April 14, 2020



Pre-Employment Examinations and Substance Abuse Screens



- RFP sent to 19 vendors – 2 vendors responded
Kelly Compliance Inc. was unanimously selected
by screening committee.
- Effective date of contact May 1, 2020 through
April 30, 2021.
- Pre-employment physicals/drug screening
required for all new hires, transfers & promotions.
- Lean process implemented by HR team will
reduce time & cost for internal DOT transfers &
promotions



Pre-Employment Examinations and Substance Abuse Screens



- Cost sheet attached as a part of the contract.
- Recommend the council to approve the RFP





Contract for Providing Pre-Employment Examinations and Substance Abuse Screens

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