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MEMORANDUM

TO: Potential Bidders of the Bi-State Drug and Alcohol Testing Consortium

FROM: Lindsay Whitson, Senior Planner

DATE: May 16, 2018

RE: Request for Proposal

The Bi-State Drug and Alcohol Testing Consortium is seeking proposals from qualified bidders for the purpose of providing federally mandated drug and alcohol testing for covered transportation employees. A Request for Proposal has been included with this memorandum for your use in preparing and submitting a proposal. All proposals are due to Bi-State Regional Commission offices, Room 302, no later than 4:00 p.m. on Friday, June 29, 2018. All proposals received after that time shall be returned to the submitting bidder unopened. All proposals shall be stamped with the current date upon arrival to the Bi-State offices.

Questions regarding the Request for Proposal process should be submitted to Lindsay Whitson in writing at [lwhitson@bistateonline.org](mailto:lwhitson@bistateonline.org). Responses will be posted online within two business days at [www.bistateonline.org](http://www.bistateonline.org).

Enclosure: Request for Proposals

LW/sdg

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