



Department of
Administrative Services

KIM REYNOLDS, GOVERNOR
CHRIS COURNOYER, LT. GOVERNOR

MARK CAMPBELL, DIRECTOR

August 14, 2026

Mark Campbell
Iowa Dept of Administrative Services
Hoover Building, 3rd Floor
1305 East Walnut Street
Des Moines, IA 50319

Dear Director Campbell,

The Iowa Department of Administrative Services ("DAS") is requesting a waiver under Iowa Admin. Code r. 11–117.21 of the application of Iowa Admin. Code r. 11–117.4(2) concerning the duration of goods contracts.

The latter rule states "The initial term of a master agreement shall be no more than three years. Following the initial term, a master agreement may be renewed by the department for periods of one to three years; provided, however, that a master agreement, including all optional renewals, shall not exceed a term of six years unless a waiver of this provisions is granted pursuant to rule 11–117.21(8A) (goods) or rule 11–118.16(8A) (services)."

Master Agreement 21121E between Sterling Infosystems Inc and the Iowa Department of Administrative Services covering DOT Drug and Alcohol Testing originally ran for three (3) years starting October 31, 2020. After three (3) annual renewals totaling an additional three (3) years, it is set to expire on October 31, 2026.

At this time, DAS-CPE is requesting a waiver to allow a six (6) month extension, resulting in a total contract term of six (6) years and six (6) months for the Master Agreement, MA 21121E.

This extension is necessary due to the timing of the current contract's expiration and the time required to implement a new service statewide for the Department of Transportation. The expiration date falls during a period of peak operational demand, as the DOT prepares for the winter snow season and is actively engaged in hiring and testing new employees. Allowing this short-term extension ensures continuity of critical services while a new DOT Drug and Alcohol Testing process is procured.

Thank you for your time and consideration of this request for waiver.

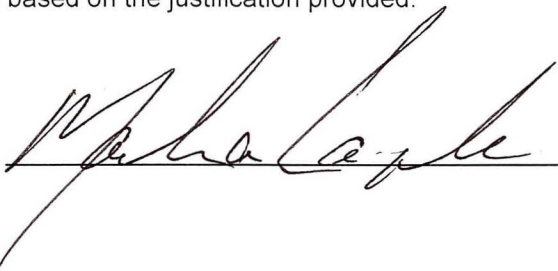
Respectfully submitted:

 Carlos Fuentes

Date: 8/19/2026

Approved based on the justification provided:

Approval:



Date: 8-19-26