

DEPARTMENT OF GENERAL SERVICES
Central Services Division

MEGAN M. GREVE
Director
mmgreve@solano.com
(707) 784-7900

JAMES M. BEZEK
Assistant Director
jmbezek@solanocounty.com
(707) 784-7900



LORRAINE TANG
Staff Analyst, Sr.
lctang@solanocounty.com
(707) 784-3426

675 Texas Street, Suite 2500
Fairfield, CA 94533-6342
Fax (707) 784-6320

AMENDMENT NO.1

REQUEST FOR PROPOSAL (RFP)
RFP NUMBER: 961-1014-21

FORENSIC TOXICOLOGY TESTING SERVICES

FINAL DATE FOR SUBMISSION: NOVEMBER 16, 2020, 5:00 PM (PST)

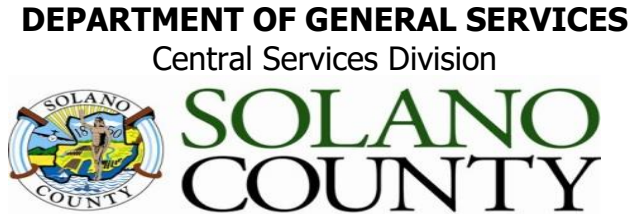
SUBMIT PROPOSAL TO:	RFP COORDINATOR
Solano County digitally via Bonfire E-Procurement Platform Solano County Portal website at https://solanocounty.bonfirehub.com	JoAnn Epperson Buyer jepperson@solanocounty.com Phone (707)784-6322

Any vendor participating in this solicitation is required to have a vendor application on file with the County. This application may be downloaded from the above website. Include the application with your bid. **BIDDERS ARE RESPONSIBLE FOR FREQUENTLY CHECKING THE COUNTY'S WEBSITE FOR ANY CHANGES OR INFORMATION RELATING TO THIS RFQ.**

"Smoking is not permitted in County Buildings or around Solano County campuses. Thank you in advance for your compliance."

MEGAN M. GREVE
Director
MMGreve@SolanoCounty.com
(707) 784-7900

JAMES M. BEZEK
Assistant Director
jjbezek@solanocounty.com
(707) 784-7900



LORRAINE TANG
Staff Analyst, Sr.
lctang@solanocounty.com
(707) 784-3426

675 Texas Street, Suite 2500
Fairfield, CA 94533-6342
Fax (707) 784-6320

10/30/20

**AMENDMENT 1
FORENSIC TOXICOLOGY TESTING SERVICES
RFP NUMBER: 961-1014-21**

Pursuant to Request for Proposal, RFP No. 961-1014-21, Forensic Toxicology Testing Services, for Solano County, Sheriff's Office, has amended the RFP to reflect the following change(s):

1. County Response to questions, attachment 1.
2. The following referenced sections of the RFP has amended to as follows:
 - Page 4, item 5(d): Requires employees to adhere to all safety policies and procedures as directed by the County, and as required by local laws and regulations applicable to the operation of its laboratory.
 - Page 6, item 6(h): Preserve all specimens tested for a minimum of 1 year or as requested by the County. Samples shall be stored appropriately to ensure against loss, contamination or deleterious change.
 - Page 43, Exhibit D Special Terms and Conditions, item 2 e (2): Retain all records for the greater period equal to the current statute of limitations or three years after termination or expiration of the contract.
 - Page 43, Exhibit D Special Terms and Conditions, item 2(d): Properly dispose of all testing materials and specimen in accordance with all applicable laws and regulations.

All other terms and conditions and other requirements contained in the RFP remain unchanged. Also, please complete amendment acknowledgement letter (attached) and return with your RFP submittal.

This amendment shall be considered part of the Request for Proposals for the above-mentioned services as though it had been issued at the same time and shall be incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original RFP package, this amendment shall govern and take precedence.

Interested firms are hereby notified that they shall make any necessary adjustment(s) in the response to this RFP as a result of this amendment. It will be construed that each firm's response is submitted with full knowledge of all modifications and supplemental data specified herein.

The County of Solano thanks you for your expressed interest in its RFP and looks forward to your response to this RFP.

Respectfully,

JoAnn Epperson
Buyer, RFP Coordinator

Attachments
1: County's Response to questions
2: Amendment Acknowledgement
RFP NO.: 931-1014-21
FINAL SUBMISSION DATE: 11/16/2020 5:00 PM (PST)

**SOLANO COUNTY
REQUEST FOR PROPOSALS (RFP) NO.: 961-1014-21
FORENSIC TOXICOLOGY TESTING SERVICES**

QUESTIONS AND ANSWERS FORM

NO.	REFERENCE SECTION OF SOLICITATION	QUESTIONS / COMMENTS	COUNTY RESPONSE (FOR COUNTY USE ONLY)
1.		May we have a copy of the current contract for toxicology testing?	Yes. Attachment 1.
2.		May we have a redacted copy of a current invoice?	Yes. Attachment 2.
3.		May we have a redacted copy of a submitted requisition form?	Yes. Attachment 3.
4.		May we have a redacted copy of a final report?	Yes. Attachment 4.
5.		To maximize value and minimize turnaround time, many laboratories automatically confirm presumptively positive analytes from the screen and charge a single fee for the testing. If the laboratory charges a single fee for screening and confirmation, how should pricing be reflected on the price proposal?	Pricing for unsolicited screens will not be considered in this RFP.
6.		What specimens do you submit in a typical case?	Typically, Blood in a gray top. Occasionally, blood in purple top, vitreous in red top, or tissue in blue top.
7.		What specimens do you typically test?	See #6's response.

8.		How frequently do you test multiple specimens per case?	About 50% of the time.
9.		Some laboratories charge a fee for each specimen tested for a given order. Others charge a bundled price that covers testing of multiple specimens based on the entire case (for example, blood, urine, and vitreous). How is the County currently charged for testing on additional specimens for the same case?	A panel consists of grouped tests on one specimen. Each panel tested is priced individually.
10.		How are you currently being charged if you submit a blood and urine/vitreous sample on the same case?	See #11's response.
11.		Are you being charged separately for each specimen or is the urine/vitreous free/included when blood is tested?	We are charged for each.
12.		Is it the County's preference to be charged individually per specimen or to have a single flat price per case, regardless of the number of specimens tested?	Per specimen.
13.		How often does the County require testing for other samples such as capsules, powders, and fluids?	N / A.
14.		Where in the proposal would it be most effective for evaluation purposes to indicate that additional testing may be available outside the standard test catalog?	Additional tests may be added in test item #15. Additional pages may be added if necessary.
15.		How does the County expect to evaluate nonstandard testing for which there is no list price?	Pricing for unsolicited screens should not be provided.
16.	Other questions:	We release the report once testing is complete so that the full picture of the toxicology is available. If blood alcohol is ordered by itself the 5-day turnaround is met or exceeded, but if it is part of a larger panel, the full case may take up to 10 days. Is this acceptable to the County?	Yes.

17.	Other questions:	Would the County accept 1 year of storage post final report with optional additional years of storage on a case by case basis?	Yes.
18.	Other questions:	What is the basis for the 5-year specimen retention period?	Please amend to one (1) year, with an option to extend upon request.
19.	Other questions:	Will the vendor's scope of compounds within their offering be considered in the scoring system?	Yes.
20.	Other questions:	Will vendor's with more extensive specialty panels be considered in the scoring system?	Yes.
21.	Other questions:	Testing sensitivities and limit of detection are highly important when accessing cause and manner of death. Will vendors' testing sensitivity be considered in the scoring system?	Yes.
22.	Other questions:	Please provide an example of the cash flow statement desired.	We do not have a copy to provide. Please refer to the other options to provide documentation of Financial Resources.
23.	Section 8.a.	Please confirm that copy of the RFP that is to be submitted in an appendix should contain completed/signed forms.	Yes, please include a copy of the RFP and all required signed documents.
24.	Section 13. Attachment 1	If the answer to question 23 is confirmation that, yes, the forms should be completed/signed/submitted in the appendix, is it acceptable to include Attachment 1 Intent to Propose Form with that? Or does that form still need to also be submitted via email to JoAnn Epperson?	The advantage of submitting the Intent to Propose document to JoAnn Epperson is, once amendments or any other notifications are posted on Bonfire, they will also be sent to all who have submitted the Notice of Intent to Propose document.
25.	Section 8.a.	The instructions are to provide a proposal (max 25 pages excluding appendix) plus appendix (copy of the RFP and resumes). However, the bonfire portal is set up to upload forms in the RFP one by one with no additional place to upload a proposal response or any other attachments (see question 26 below). Can the County please clarify the submission instructions?	In Bonfire under Requested information a new file was added, a file labeled Proposal where all other documents can be uploaded.

26.	Section 8.h.	Is it acceptable to provide the confidential audited financial statements as a separate file uploaded into the bonfire portal?	Yes, this can be uploaded in the new proposal file, please label those files confidential.
27.	Section 5.b.	States, "Adheres to the requirements and maintain documentation of Title 17 of the California Code of Regulations for Forensic Alcohol Analysis." Please confirm the County will accept a Contractor to use a Subcontractor to fulfill this requirement.	Confirmed.
28.	Section 5.d.	Our laboratory is located in PA, we are not held to California Labor Code. Please confirm if the County will accept an out of state Contractor's compliance with the labor codes specific to where the work will be performed to fulfill this requirement.	Proposer shall provide evidence it: d. Requires employees to adhere to all safety policies and procedures as directed by the County, and as required by local laws and regulations applicable to the operation of its laboratory."
29.	Section 5. f. iv. 9.	Please confirm whether County will accept reports with approval signature in lieu of a certification of test results statement.	Yes, that is acceptable.
30.	Section 6.A.h. and Exhibit D. Section 2.D.	State, "Preserve all specimens tested for a minimum of 5 years or as requested by the County." (See also Exhibit D. Section 2.D.) Will the County accept retention of specimens for one year instead of five years?	Yes, but an option to extend upon request is required.

31.	Section 6.A.j.	<p>States, "Upon the award of contract, a pickup and delivery schedule shall be created in coordination with the awarded proposer and approved by a County's representative. For all samples or items to be tested or inspected by bidder, pick up will be currently required at the locations specified by Coroner."</p> <p>Please clarify if this section is meant to imply that courier service is required.</p>	Yes, sample transportation must be provided by vendor.
32.	Exhibit C. Section 7.C.	Will the County accept reduced per occurrence insurance limits or will they accept umbrella coverage to satisfy the per occurrence limits?	As long as the umbrella insurance covers the County's minimum coverage, the County will accept it. For example, if the vendor has \$1 Million in GL (County requires \$2 Million) and they have \$1 Million in Umbrella the County would accept it. But if the vendor has less in Umbrella, the County would not.
33.	Exhibit C. Section 12.C.5. and Exhibit D. Section 2. E.(2)	Please confirm whether record retention is 3 years (as stated in Section 12.C.5. on page 35 in Exhibit C) or 5 years (as stated in Section 2.E.(2) on page 43 in Exhibit D).	Record retention is 3 years.
34.	Exhibit C. Section 13.B.	<p>States, "To the extent federal funds are used in whole or in part to fund this Contract, Contractor specifically agrees to comply with Executive Order 11246 entitled "Equal Employment Opportunity", as amended and supplemented in Department of Labor regulations; the Copeland "Ant-Kickback" Act (18 U.S.C. §874) and its implementing regulations (29 C.F.R. part 3); the Clean Air Act (42 U.S.C. §7401 et seq.); the Clean Water Act (33 U.S.C. §1251); and the Energy Policy and Conservation Act (Pub. L. 94-165)."</p> <p>Can the County confirm whether federal funding would be used in whole or in part to fund this Contract?</p>	No federal funds will be used in this contract.

35.	Exhibit D. Section 2.D.(2)	<p>States, "Properly dispose of all testing materials and specimens in accordance with <u>policy and procedures established by the County and</u> all applicable laws and regulations."</p> <p>Will the County provide bidders with their Policies referenced in Exhibit D. Section (2) in order for bidders to determine that they can comply with the requirement?</p>	Please delete reference to County policy and procedures as underlined. Compliance with all applicable laws and regulations only.
36.	<p>Exhibit D. Section 3.A.</p> <p>(NOTE: referenced as Section 3 on page 44 of the RFP, but should be changed to read Section 3)</p>	<p>States, "A. Criminal Background Check Warrant that its employees have completed and passed a pre-employment criminal background check, including being fingerprinted, and that employees providing services to County have no criminal convictions for serious and/or violent felonies as defined by Penal Code sections 1192.7 and 667.5 respectively, or misdemeanors involving violence or moral turpitude"</p> <p>Please confirm if the County would waive the requirement for employees to be fingerprinted as long as pre-employment criminal background checks are conducted.</p>	Yes.
37.	<p>Exhibit D. Section 3.B.</p> <p>(NOTE: referenced as Section 3 on page 44 of the RFP, but should be changed to read Section 3)</p>	<p>States, "Arrest or Criminal Investigation Warrant it shall notify County immediately or within 24 hours of Contractor's knowledge of arrest or investigation when a Contractor employee who provides service to County is arrested or is under criminal investigation."</p> <p>Please confirm if the County would accept a waiving this clause or accept alternative language which confirms that arrest would have to be related to performance of employee's job.</p>	No.
38.	Section 5.c	In addition to the ABFT accreditation requirement, will the County also be requiring an accreditation, such as ISO 17025 for the Substance Identification testing requested in this scope of work?	Accreditation will be evaluated by the RFP review board. All credentials you wish to be considered should be provided. Some credentials, such as ISO, may be desirable but not required.
39.	Section 6.A.b	This specification requests a "list of all chemicals, drugs, and/or substances that can be tested for in its laboratory." Would the County allow for this list to be excluded from the 25-page limit, referenced in Section 8?	Yes.

40.	Section 6.A.j	Would it be acceptable to the County if the pickup/delivery schedule were facilitated through a shipping carrier such as FedEx?	Yes.
41.	Section 8.a	Would the County allow for the scope of testing, which details the drugs/compounds included the postmortem panels be excluded from the 25-page requirement and be considered an appendix?	Yes.
42.	Attachment 2 – Cost and Timeline Sheet	Pricing can vary depending on the matrix being requested for testing. For items numbered: 1, 2, 3, 4, and 6: since there is only one-line item available, will it be acceptable to provide pricing for blood testing?	1 – 4: Yes 6: No. Vitreous and urine pricing must be provided as well.
43.	Attachment 2 – Cost and Timeline Sheet	Will it be acceptable to include a supplemental pricing sheet to list some additional panel matrices not requested in the scope?	Yes.
44.	Attachment 2 – Cost and Timeline sheet	For line item 14: Coroner's Cap: Due to the complexity and ever-growing epidemic of new drugs emerging within the United States, it is difficult to put a monetary cap on toxicology testing for death investigation cases. Our lab offers over 2,700 different tests. Will it be acceptable to provide our full fee schedule that lists all of our tests?	Yes.

MEGAN M. GREVE
Director
mmgreve@solano.com
(707) 784-7900

JAMES M. BEZEK
Assistant Director
jmbezek@solanocounty.com
(707) 784-7900

DEPARTMENT OF GENERAL SERVICES
Central Services Division



**SOLANO
COUNTY**

LORRAINE TANG
Staff Analyst, Sr.
ltang@solanocounty.com
(707) 784-3426

675 Texas Street, Suite 2500
Fairfield, CA 94533-6342
Fax (707) 784-6320

AMENDMENT 1 ACKNOWLEDGMENT

**REQUEST FOR PROPOSALS (RFP)
RFP NO.: 961-1014-21
FORENSIC TOXICOLOGY TESTING SERVICES**

FINAL DATE FOR SUBMISSION: NOVEMBER 16, 2020, 5:00 PM (PST)

This document may be found at www.solanocounty.com and www.publicpurchase.com
Updates and any amendments will be posted on the same website.

DATE OF AMENDMENT: OCTOBER 30, 2020

ACKNOWLEDGEMENT

This Amendment must be signed and returned with your bid, or otherwise acknowledged, prior to the Closing Date and Time listed on the RFQ cover sheet. If you have already submitted a Proposal and need to make corrections, submit a corrected Proposal with this Amendment prior to the closing.

Offeror

Signature

Name and Title

Date

RETURN WITH RESPONSE