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April 22, 2021

RFP# 2021-0183 CSD/CW
Drug/Alcohol Screening and Urinalysis Testing for DWI and Teen Court

ADDENDUM #2
*****REPOSSES TO QUESTIONS *****

Dear Proponents,

This addendum is issued to reflect the following immediately. It shall be the responsibility of interested Offerors to adhere to any changes or revisions to the RFP as identified in this Addendum No. 2. This documentation shall become permanent and made part of the departmental files.

Please note that the Santa Fe County Community Services Department and the Purchasing Division for the County have provided additional information relating to the Request for Proposals # 2021-0183-CSD/CW.

Responses to Questions about the Procurement

1. Will the County provide office space/restroom area for the chosen contractor?
Response: No.
2. Is the contractor required to have gender-based observation of urinalysis for the juvenile participants?
Response: Yes.
3. What is the current drug testing panel consist of, Instant tests, lab tests, Specialty drugs?
Response: There is no current drug testing being done.
4. Does the customer expect a minimum number of days per week for testing?
Response: The client and contractor will both be aware of testing requirements. Clients can be tested anywhere from 1-3 times per week and others may be monthly.
5. What is the current or expected volume for this program/ how many drug tests collected/screened each month?
Response: Each program has different requirements for u/a testing. Clients are not currently being drug tested so a number for tests does not exist.

6. How many female participants in the program? How many male participants in the program?

Response: In each program, the number of males is higher than the number of females.

7. On Page 4 of the RFP, first paragraph, the County asks for laboratory drug and alcohol screening and urine specimen analysis services. Does the County have a preference for initial screening tests? Please note there are several advantages to laboratory screening including cost, automation, panel flexibility, time and space savings, reduction of manual processes, and harmonization with confirmation results. Laboratory tests are more accurate, provide a much greater range of panel options, enable the use of multiple matrices and have much more robust Q/A processes. Laboratory based screening allows for rapid communication and electronic documentation of results, in addition to a streamlined process for test ordering. Finally, laboratory testing better aligns with protocols for detecting adulteration.

Response: Proposals for laboratory testing will be considered.

8. Does the County have available space for specimen collections at the Court or County facilities? There are several advantages to having the Vendor perform collections on site, including convenience for the donors. Also, this option would likely result in reduced specimen collection costs for the County.

Response: No, the County does not have available space for collections.

9. How many average participants per month are in the DWI Court program? How often will these participants be required to test?

Response: The number varies but on average is approximately 400 people served. Each participant has individual u/a requirements.

10. How many average participants per month are in the Magistrate Court Navigation program? How often will these participants be required to test?

Response: The number varies but on average of 30 clients per month with each client having individual u/a testing requirements.

11. How many average participants per month are in the Teen Court program? How often will these participants be required to test?

Response: Teen Court serves around 100-150 client per month; however, not all require u/a testing. Each client that has the requirement tests twice a month.

12. We have noted the 15-page limit that applies to Section d, Response to Scope of Work and Evaluation Criteria (as listed under Proposal Organization on page 19). In reviewing the items that must responded to, it appears there are approximately 17 questions under the evaluation criteria, and there are also 11 scope items that must be responded to. Proposers are limited to a 12-point font and 1" margins. Page 21, under B., Evaluation Criteria, says "Offerors are encouraged to fully address each criterion completely." Please note that it will be very difficult to fully address all of the requested items, within both the Evaluation Criteria and the Scope of Work section, in only 15 pages, in accordance with the formatting

requirements. Would the County consider allowing respondents 15 pages for the Evaluation Criteria responses and 15 pages for the Scope of Work responses?

Response: No.

13. On page 5, Item #3, there is a requirement that the Vendor must “Ensure testing results are available and reported within 24 to 48 hours from collection (excluding weekends/holidays).” If the Vendor is proposing laboratory based screening of the samples, is it acceptable to provide the results 24/48 hours from receipt by the lab?

Response: Unclear what the lab receipt would entail.

14. On page 5, item #5, results on confirmation test specimens are to be available within 48-hours from collection. Since confirmation testing will be requested on an as needed basis, after initial results are released, please confirm confirmation results will be required to be released 48-hours from the time the confirmation test is ordered.

Response: Correct. All confirmation testing will be the responsibility of the client and they will provide any necessary results to the courts.

Please add this Addendum #2 to the original Proposal documents and refer to Proposal documents, hereto as such. This and all subsequent addenda will become part of any resulting contract documents and have effects as if original issued. All other unaffected sections will have their original interpretation and remain in full force and effect. Offerors are reminded that any questions or need for clarification must be addressed to Coralie Whitmore, Senior Procurement Specialist at cgwhitmore@santafecountynm.gov.