

July 5, 2016

ADDENDUM #2

**NOTICE TO ALL BIDDERS FOR
CITY OF WINCHESTER
RFP 201445 – Controlled Substances and Alcohol Testing Services**

This Addendum forms a part of the Contract Documents and modifies the original bidding documents for ITB #201445. Bidders shall acknowledge receipt of the Addendum in the space provided on the Bid Form and return a signed copy with your bid.

This Addendum consists of 3 pages. The following information shall modify and clarify the Contract Documents:

1. **Attachment #1** – Questions and answers. Attachment 1, Questions and Answers, shall be part of the contract and hereby incorporated within.

This Addendum must be signed and returned to the Finance Department – Purchasing Division, 1st Floor Rouss City Hall, 15 North Cameron Street, Winchester, VA 22601 by **2:00 p.m. local time on July 13, 2016** with your BID.

Receipt of Addendum #1 to Invitation to Bid #201445 is acknowledged by my signature below:

Company Name: _____

Authorized Representative: _____

Address: _____

Telephone: _____ FAX: _____

Attachment 1 Questions and Answers

RFP 201445 – Controlled Substances and Alcohol Testing Services

- Q1 Section B: Can the DSS summarize the differences between the existing services and the services specified in this RFP?
A1 Primary difference between existing services and specified services are expanded evening and Saturday hours (Scope of Services #2 and #7)
- Q2 Section B: What is the approximate frequency that the DSS calls on the MRO?
A2 Data does not exist. Fluctuates based upon need of client, agency and/or court .
- Q3 Section B: Does the Department use a random selection and notification system to notify clients of the need to test? If not, what is the current process for notifying clients of the need to test?
A3 Clients are notified in person, over the phone or in writing by their primary caseworker or another agency representative to report for drug screening within specified time frame.
- Q4 Section B.2: Who currently provides the collection services?
A4 Amherst Family Practice Alcohol and Drug Screening, Free Medical Clinic
- Q5 Section B.3: Who currently provides the laboratory services?
A5 Amherst Family Practices is Quest. Free Medical Clinic is Quest.
- Q6 Section B.4: Approximately, how many specimens test positive for a single substance, two substances, three substances, and more than three substances?
A6 Data does not exist.
- Q7 Section B.4: Does the DSS have an interested in ETG testing that provides the ability to detect alcohol consumption for up to 80 hours following use?
A7 Yes, we are interested in ETG testing (urine alcohol)
- Q8 Section B.4: Can the DSS please describe any other means used to monitor DSS clients?
A8 The Winchester Department of Social Services uses drug testing, self-report, behavioral observation, collateral report and other monitoring agencies (probation, parole, substance abuse service providers) to assess and monitor for substance abuse concerns.
- Q9 Section B.5: Will the DSS accept written or video testimony in place of in-person testimony?
A9 In person appearance required.
- Q10 Section B.5: Approximately, how many times per year does the DSS require in-person testimony?
A10 Varies based upon specifics of case. Historically, it has been rare that the drug testing provider has been needed for testimony.
- Q11 Section B.6: Does the DSS require same gender, observed urine sample collections? If not required, is same gender, observed a preference?
A11 Same gender preferred.
- Q12 Section B.8: What is the approximate number of urine samples collected and tested annually? Please also provide the approximate number of BAC, blood, and hair samples?
A12 In FY2016 we averaged 65 drug screens/month, primarily UDS 10 panel rapid screens.
- Q13 Section B.8: Does the DSS expect that future annual testing volumes will remain about the same as historical annual testing volumes?
A13 Need varies. Unable to predict future need. Need has increased over the last two years.

**Attachment 1
Questions and Answers**

RFP 201445 – Controlled Substances and Alcohol Testing Services

Page 2

Q14 Section B.13: Does the DSS have the ability to receive secure, HIPAA compliant email notification of laboratory results?

A14 **Yes**

Q15 Section B.18: What are the fees currently charged for these services?

A15 **Current vendor has deemed their pricing proprietary information.**

Q16. What is the DHHS's percent positive rate?

A16 **Data does not exist**

Q17 Would the DHHS allow for rapid-read test devices to be used for the initial screen. This would greatly reduce the turnaround time for initial results.

A17 **Yes, we do use rapid-read testing in addition to lab based testing. When using rapid-read, if positive results are received we send for laboratory confirmation.**

Q18 The Contractor shall have the ability to provide urine analysis, hair follicle analysis and blood alcohol content (BAC). Would a BRAC meet your qualifications for this RFP.

A18 **For alcohol testing we need the ability to complete both urine alcohol testing and BRAC.**