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**Questions & Answers (Q&A) Set #1**  
**Invitation for Bid (IFB)**  
**DRUG TESTING**  
**PROJECT NO. DPSCSQ0012004**  
**July 29, 2011**

This list of Questions and Answers #1 (Q&A#1) is being issued to clarify certain information contained in the above referenced IFB. The statements and interpretations of IFB and contract requirements that are stated in the following questions of potential bidders are not binding on the State, unless the State expressly amends the IFB. Nothing in the State's responses to these questions is to be construed as agreement to or acceptance by the State of any potential bidder's statement or interpretation of IFB and contract requirements. The figures provided in the Answers below include historical figures from the current contract. These estimates are not to be construed as guarantees of the number of yearly or monthly collections and resulting lab tests or court appearances that may occur under the duration of the Contract to be awarded under this IFB. Additional addenda will be issued very soon.

**1. Question:** Who is the current contractor/vendor/incumbent laboratory providing these services?

**Answer:** Alere Toxicology Services, Inc.

**2. Question:** What is the current pricing for each item on the Bid Form?

**Answer:** There are two prices on the price sheet, first is the price for the 4-panel test and creatinine level which is \$ 4.98 per urine sample, second is the per appearance, per person price of \$ 600.00 for expert testimony which is a fully loaded price. See IFB Section 3.6.2.c.3 which states, "A fully loaded price shall include profit as well as any direct and indirect costs associated with the performance of the required service. The indirect costs shall include all costs that would normally be considered general and administrative costs and/or travel costs. Reimbursement for travel costs or travel time will not be allowed and only the actual per appearance price may be billed (as submitted on Attachment—E Bid Form)." Additionally, refer to IFB Section 1.25, Contract Type which states, "The Contract that results from this IFB shall be a Firm Fixed Unit Price - Indefinite Quantity Contract, in accordance with COMAR 21.06.03.02 and 21.06.03.06. The Contractor's unit pricing shall include all service costs including labor, travel and overhead."

The above noted pricing is from a Contract executed in 2006. In acknowledging today's competitive business environment please remember that competition drives prices down and

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that your need to mitigate risks drives prices up, so each Bidder will have to determine what price to submit on Attachment—E Bid Form while taking the two above factors into consideration.

**3. Question:** How can we get a copy of the current contract?

**Answer:** A redacted pdf copy of the original DPSCS Contract will be released separately but simultaneously with Questions & Answers #1. The original Contract was executed with Scientific Laboratories, Inc., who was then acquired by Kroll Laboratory Specialist, Inc. (Kroll). Kroll was subsequently purchased by Alere Toxicology Services, Inc. and currently provides the required drug testing services to the State.

**4. Question:** How many drug screens were performed in 2010?

**Answer:** The following data includes the number of samples tested by the current contractor and the Department-operated laboratories under the 2006 contract.

DIVISION	NUMBER OF TESTS
Division of Parole and Probation (DPP)	FY 2010 - 279,487 FY 2011 - 299,177
Division of Correction (DOC)	42,255 in 2010
Division of Pretrial Detention and Services (DPDS)	8,878 in 2010
Patuxent Institution (PATX)	2,255 in 2010

**5. Question:** Out of the drugs listed, which are selected most for the 4-panel test?

**Answer:**

DIVISION	PRIMARY DRUGS TESTED
DPP	Cannabinoids, Cocaine, Opiates, Benzodiazepines
DOC	Cannabinoids, Cocaine, Opiates, Barbiturates/PCP
DPDS	Currently, only Cocaine and Opiates
PATX	Routinely tests for 8 drugs including Cannabinoids, Opiates, Cocaine and PCP

**6. Question:** What is the expected number of positive/confirmation tests?

**Answer:**

DIVISION	NUMBER OF POSITIVE TESTS	POSITIVE RATE
DPP	58,378 in FY 2010 and 64,712 in FY 2011	21% in FY 2010 21.6% in FY 2011
DOC	805 in 2010	1.9%
DPDS	1860 in 2010	21%
PATX	49 in 2010	2%

**7. Question:** How many positive/confirmation tests were there in 2010?

**Answer:** See the response to question #6.

**8. Question:** What time frame are test results expected from pick-up of specimens?

**Answer:** See IFB Section 3.2.4.3 which states, “No later than the close of State of Maryland business hours (5:00 p.m.) on the second working day after the Contractor receives the urine sample, the Contractor shall complete initial testing and confirmation testing, and advise the Department of the test results (either through online availability or, if necessary, via fax or email).

**9. Question:** How many specimens are there daily per location?

**Answer:** The State is providing the following *yearly* totals.

<b>DIVISION OF PAROLE AND PROBATION</b>	<b>FY 2011 SAMPLES SUBMITTED</b>
<b>REGION I</b>	
Aberdeen Specimens Submitted	6693
Bel Air Specimens Submitted	7777
Easton Specimens Submitted	2104
Cambridge Specimens Submitted	3704
Centreville Specimens Submitted	2442
Chestertown Specimens Submitted	1543
Denton Specimens Submitted	2773
Elkton Specimens Submitted	5784
Salisbury Specimens Submitted	10968
Snow Hill Specimens Submitted	1438
Princess Anne Specimens Submitted	2132
<b>REGION II</b>	
Central – Gay Street	17923
Northeast-Preston	40770
Northwest Specimens Submitted	19562
Southwest-Severn Specimens Submitted	7304
Guilford Specimens Submitted	15181
Essex/Rosedale Specimens Submitted	3834
Dundalk Specimens Submitted	3912
Arbutus/Catonsville Specimens Submitted	6917
Towson Specimens Submitted	3500
<b>REGION III</b>	
Glen Burnie Specimens Submitted	12157
Annapolis Specimens Submitted	8666
Landover Specimens Submitted	887
Hyattsville Specimens Submitted	12448
Upper Marlboro Specimens Submitted	4160
Temple Hills Specimens Submitted	5771
Waldorf Specimens Submitted	8237
Leonardtwn Specimens Submitted	4595
Prince Frederick Specimens Submitted	5131
<b>REGION IV</b>	
Gaithersburg Specimens Submitted	5576
Rockville Specimens Submitted	6992
Silver Spring Specimens Submitted	10853
Ellicott City Specimens Submitted	4437
Westminster Specimens Submitted	4721
Hagerstown Specimens Submitted	18922
Cumberland Specimens Submitted	3943

Oakland Specimens Submitted	939
Frederick Specimens Submitted	14010

DIVISION	NUMBER OF SPECIMENS PER LOCATION
DOC	Anywhere from 10 to 100 tests per month depending upon the size of the facility. Work release inmates are checked weekly at Pre-release units. Spot checks are conducted when there is suspicion of intoxication.
DPDS	Baltimore Central Booking and Intake – 35 daily average
	Baltimore City Detention Center – sample number varies
	Pretrial Release Services Program – sample number varies
PATX	Approximately 8 per day at PATX and 2 per day at the Re-entry facility in Baltimore

**10. Question:** We are a privately held corporation. Would our Tax Forms prepared by a third party CPA be acceptable?

**Answer:** Yes.

**11. Question:** What is the positivity rate for the testing?

**Answer:** See response to #6.

**12. Question:** Can the travel costs be included in the per appearance price for the testimony?

**Answer:** No, see response to question #2.

**13. Question:** What was the price per urine sample of the current contract?

**Answer:** See response to question #2.

**14. Question:** What was the price per person, per appearance for expert testimony of the current contract?

**Answer:** See response to question #2.

**15. Question:** What is the current pricing for the 4 panel test?

**Answer:** See response to question #2.

**16. Question:** What is the current pricing for Expert Witness Testimony?

**Answer:** See response to question #2.

**17. Question:** Does the State allow for Telephonic or Web Conference Testimony as an alternative to On-Site (In-Person) Testimony? Are all (estimated) 60 appearances to be in-person only?

**Answer:** All appearances must be in-person.

**18. Question:** Is the current contract posted for reference on-line? If not, may I request a copy be sent to me electronically?

**Answer:** See response to question #3.

**19. Question:** Are the volume totals in Attachment E based on test volumes from the last 12 months? If not, how were these numbers calculated?

**Answer:** These figures are based on the drug testing activity from July 2009 through December 2010.

**20. Question:** What is the percentage positive rate?

**Answer:** See the response to question #6.

**21. Question:** Does the state currently use web-reporting interface with the incumbent laboratory, or is this a new requirement?

**Answer:** This is a new requirement.

**22. Question:** Will the state accept wide mouthed specimen collection bottles with built in temp strips or must they be separate?

**Answer:** Yes, the State will accept wide mouthed specimen bottles with built-in test strips. They would be more convenient for the employees to use.

**23. Question:** Please confirm that the MBE requirement is optional, (encouraged) but not mandatory?

**Answer:** While the State strongly encourages MBE's to submit as primes whenever possible an MBE goal was not established for this particular solicitation. See IFB Section 1.16 which states, "The selected Bidder/Contractor shall be responsible for all products and services required by the IFB. The use of subcontractor(s) by a Bidder/Contractor shall not be permitted. A Bidder that plans to utilize a subcontractor to provide any of the services covered under this IFB shall be deemed not responsible."

**24. Question:** Is the State currently doing any testing for Synthetic Cannabinoids (K2/SPICE) or Designer Stimulants?

**Answer:** No. The Department is not currently testing for these drugs.

**25. Question:** Do any of the agencies currently use on-site (instant) devices for screening purposes?

**Answer:** No

**26. Question:** Will the state accept bar codes that are specifically linked to the specimen and donor information, rather than donor information alone? This means that the barcode would be different each time, generated at the time of collection, and would always link back to the donor as part of the collection and tracking process in our web-based reporting system.

**Answer:** Yes, this is the system currently in use. The barcode is specifically linked to the specimen and to the donor information. This topic will be addressed in Amendment to be issued shortly.

**27. Question:** If the above scenario is not acceptable, can you please provide a detailed explanation of how the bar-code system currently works.

**Answer:** See the response to question #28.

**28. Question:** Can I please get a copy of the current contract for this bid?

**Answer:** See response to question #3.

**29. Question:** What is the current price for a four panel test?

**Answer:** See response to question #2.

**30. Question:** What method of shipping is currently being used to transport urine samples to the lab?

**Answer:** The current vendor contracts with a common carrier courier. Pick-up arrangements are made by the local office. Some sites call for pick-up and some have arranged for scheduled pick-up (e.g. Monday-Wednesday-Friday.)

**31. Question:** How many urine samples are collected each month statewide for this contract?

**Answer:** See response to questions #4 and #9.

**32. Question:** How many samples are collected per location statewide?

**Answer:** See response to question #9.

**33. Question:** Is confirmation test completed by 2<sup>nd</sup> EMIT test or GCMS confirmation?

**Answer:** The confirmation test is the 2<sup>nd</sup> EMIT.

**34. Question:** Is confirmation test automatic for each positive test?

**Answer:** Yes. See RFP §3.2(3).

**35. Question:** Are samples sent out daily from every location or do some collection locations send samples out once or twice a week?

**Answer:**

DIVISION	TRANSPORT SCHEDULE FOR VENDOR AND DEPARTMENT OPERATED LABORATORIES
DPP	See response to question #33
DOC	Varies from facility to facility
DPDS	Baltimore Central Booking and Intake – random schedule
	Baltimore City Detention Center – random schedule
	Pretrial Release Services Program – Daily: Monday - Friday
PATX	PATX sends samples twice week. The Re-entry facility in Baltimore sends samples once a week

**36. Question:** What are the current pick-up schedules for each location?

**Answer:** See the response to question #33 for the vendor pick-up schedule.

**37. Question:** Do all sites have a printer?

**Answer:** Yes

**38. Question:** How many times did the lab tech have to appear in person for court testimony?

**Answer:** None by the contracted vendor, and less than 10 by the Department-operated laboratories.

**39. Question:** How many times a week does each location send out samples weekly?

**Answer:** See the response to questions #39.

**40. Question:** In the IFB in attachment E you refer to 192,000 tests in one year. Does this mean urine samples collected or each individual drugs tested?

**Answer:** The number refers to urine samples collected.

**41. Question:** Are all collection sites set-up for electronic printing for the chain of custody?

**Answer:** No. Only DPDS has that capacity.

**42. Question:** On pg.21, 1.c you request a temperature strip of 90 to 110 degrees. Is this correct? The industry standard is 90 to 100 degrees

**Answer:** Temperature strips with a range of 90 to 100 degrees are acceptable. This topic will be addressed in Amendment to be issued shortly.

**43. Question:** Please advise whether there is an MBE % requirement for this bid?

**Answer:** See response to question #25.

**44. Question:** Page 8-Section 1.8 Can the copy of the bid be submitted via a CD ROM vs. a floppy disk?

**Answer:** Yes, this requirement was revised via Amendment #2.

**45. Question:** Page 53 –Section G-1 Is 192,000 the number of projected samples in year one or the # of tests within a panel?

**Answer:** See the response to question #44.

**46. Question:** What is the positive rate expected on the annual total?

**Answer:** See the response to question #6.

**47. Question:** Page 18-Section 4-C Is the SMART system, the middleware referred to in this section? If not, is there a more comprehensive overview that can be supplied?

**Answer:** No, the SMART system is not the middleware referred to in this section. Yes, we can supply more comprehensive overview which the State will address via Amendment to be issued shortly.

**48 Question:** Page 19-Section F-1 How many characters are contained in the Donor SID #? What is the maximum number of characters contained in the DPP, DOC, DPDS & Patuxent Control #'s ?

**Answer:** SID (Max.10 characters); DPP (7 characters); DOC and Patuxent (6 characters); DPDS (9 characters)

**49. Question:** Page 18-Section 4-e Can a written analysis in the form of a laboratory report be e-mailed to the agents, etc. in lieu of a delivering a hard copy?

**Answer:** This will be satisfactory until the middleware for data retrieval is enabled. In reporting positive results, the certification must contain the chemist's signature to meet the State's statutory requirement. Sending the certificate that includes the chemist's signature via email is acceptable until the middleware for data retrieval is enabled.

**50. Question:** Page 20-Section B-3 Should a sample be rejected when the creatinine level falls below 20 mg/dl?

**Answer:** No, the sample should not be rejected. The sample should be tested and the Creatinine level reported. See RFP § 3.2(2)(b)(8).

**51. Question:** Page 31 TAB-K & Page 28-Section 3.17 is proof of insurance without naming the State of MD as named insured acceptable until the bid is officially awarded?

**Answer:** Yes.

**52. Question:** Page 24-Section 3.11.3 and Page 29-Section 3.18-1 My understanding is that the NCIC and State fingerprinting services will include a criminal check. Is this sufficient or is something additional required? What is the O.R.I. # required by DPSCS for the fingerprint?

**Answer:** The NCIC and State – including the state or states in which the employee lives and/or works – will suffice. DPSCS will provide the successful bidder with the designated recipient and O.R.I. # upon notification of the contract award.

**53. Question:** Is the specimen container required to be a "locked" lid type or is a regular screw top lid acceptable?

**Answer:** Either type is acceptable provided that evidence tape is supplied to secure the bottle.

**54. Question:** Who is the current contracted laboratory?

**Answer:** See response to question #1.

**55. Question:** What is the current contract cost for the four drug panel(s)?

**Answer:** See response to question #2.

**56. Question:** What is the current contract cost for testimony services?

**Answer:** See response to question #2.

**57. Question:** What is the overall positive rate % of specimens that screen positive and require confirmation by EMIT?

**Answer:** See response to question #6.

**58. Question:** How many in-person testimonies were required in the past year?

**Answer:** See the response to question #42.

**59. Question:** Is telephonic testimony acceptable?

**Answer:** See the response to question #19.

**60. Question:** What are the frequencies of pick-ups required for each of the 68 locations, i.e. daily Monday – Friday, three days a week, etc.?

**Answer:** See the response to question #33 and #39.

**61. Question:** How many specimens are currently submitted by each location, per year or per month?

**Answer:** See the response to question #9.

**62. Question:** How many Buprenorphine tests were performed in the past year (or month)?

**Answer:** Patuxent requested 5 tests for Buprenorphine, none of which was positive.



**63. Question:** Per Section 3.3 (Supplies) item e, does the CCF barcode need to identify the individual donor, or the specific sample?

**Answer:** See the response to question #28.

**64. Question:** If common carrier courier service is utilized (i.e. FedEx) for specimen pick-up, does the courier need to submit to a criminal background check?

**Answer:** No.

**65. Question:** Are contractor employees who will not work on the State premises required to submit to a criminal background check?

**Answer:** If the employee is in the chain of custody, he/she must undergo a criminal history background check. This topic will be addressed in Amendment to be issued shortly.

**66. Question:** Is a copy of the current contract available and if it is, how can it be obtained?

**Answer:** See response to question #3.

**67. Question:** Attachment E - Bid Form refers to samples and tests. Do the respective annual numbers, 192,000 and 335,000 refer to the expected number of individual specimens that will be sent to the laboratory per year? (a specimen can require more than 1 test)

**Answer:** Yes.

**68. Question:** Are Point of Care/Rapid devices being used to screen the samples?

**Answer:** No

**69. Question:** In Testing and Reporting section 3.2-1(a) the potential drugs are listed. In section 3.2-2(a) you list the drugs and the cut-offs. Are those the screening or confirmation cutoff levels? Typically the screening levels are different than the confirmation levels due to the different methodology (EMIT vs. Chromatography).

**Answer:** The cut-off levels are the same for both since the Department uses EMIT for initial and confirmation testing.

**70. Question:** Are labs to use two screening (EMIT) processes to determine the final result? Does the State not utilize GC/MS confirmation or like process to validate samples that screened positive?

**Answer:** See the response to question #73.

**71. Question:** In section 3.2-4(a)? It references the screen and confirmation cut-offs as 2.2-2(a). Was that supposed to be 3.2-2(a)?

**Answer:** Yes, this topic will be addressed in Amendment to be issued shortly.

**72. Question:** How often the specimen needs to be picked up from each collection site. Is it daily from each location or it is on specific days of the week

**Answer:** See the response to questions #33 and #39.

**73. Question:** Do you have historical data of how many specimen (samples) were picked up from each location in a contract year

**Answer:** See the response to question #9.

