



Office of the Administrative Director – Financial Services Division

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January 31, 2012

MEMORANDUM

TO WHOM IT MAY CONCERN

FROM: Janell Kim
Financial Services Administrator

SUBJECT: ADDENDUM NO. 1
REQUEST FOR PROPOSAL J12220
TO ESTABLISH A PRICELIST FOR ON-SITE DRUG TESTING KITS
FOR THE JUDICIARY, STATE OF HAWAII

Transmitted herewith is a copy of Addendum No. 1 for your review. A copy of this Addendum is also available from our Judiciary web page at <http://www.courts.state.hi.us>. An amended Proposal form is included in this addendum.

Please direct questions to Ms. Joan Sakaba of the First Circuit Court at (808) 539-4510 or email Joan.L.Sakaba@courts.hawaii.gov

Janell Kim
Financial Services Administrator

ADDENDUM NO. 1
REQUEST FOR PROPOSAL J12220
TO ESTABLISH A PRICELIST FOR ON-SITE DRUG TESTING KITS
FOR THE JUDICIARY, STATE OF HAWAII
January 30, 2012

The items listed hereinafter are hereby made a part of Request for Proposal J12220 for the above project and shall govern the work taking precedence over previously issued specifications governing the items mentioned.

The following questions and answers are in response to questions by prospective proposers concerning Request for Proposal J12220.

1. Are the on-site testing kits for employees of the Judiciary State of Hawaii? If no, please identify the type of donor specimen to be tested (i.e., social/family services, parolees, inmates, etc.)

No, the on-site drug testing kits are not for employees of the Judiciary. The on-site drug testing kits are for adult and juvenile probationers and clients assigned to the Judiciary's specialty courts. i.e. Drug Court, Family Drug Court, Mental Health Court, Girl's Court, and Veteran's Court

2. Please identify your current vendor? Please supply your current price for your on-site drug testing kits? Who is the incumbent provider of on-site devices for the Judiciary?

The Judiciary obtained the test cups through the State of Hawaii Price list from the Minnesota Multi-State Contracting Alliance (MMCAP). The cost of the test cups obtained from American Biomedica Corporation from the MMCAP pricelist was \$3.25 plus shipping. During the period that the price list was not available, we temporarily obtained test cups from BioTech Screening. The price of the on- site test cup is \$3.95 per cup, and it includes shipping.

3. Would it be possible to obtain a copy of the current contract? Or, if it is available online, where can we find a copy?

A copy of the current MMCAP pricelist for the State of Hawaii may be found at the following site: <http://hawaii.gov/spo2011/spo/pvl/price-vendor-lists/12-09/getfile?filename=12-09.pdf>

4. What is the current drug screening kit being used?

The drug screening kits currently being used are the American BioMedica Rapid Tox Cup and Drug Check Nx Scan Onsite.

5. Is the vendor to supply the collection cup?

Yes, we are requesting proposals on an intact cup, which incorporates collection and testing.

6. If you require litigation assistance, please provide the estimated frequency for 2012, if you do not have a forecast for 2012, please provide the number for 2011?

The Judiciary did not have a need for litigation assistance from our on-site drug test kit providers during fiscal year 2011; We are anticipating that fiscal year 2012 will remain the same. The help lines of the provider have been very critical in preparing our officers and testers for testimony regarding test kits in court. However, the need for litigation assistance from the provider of the test kits cannot be ruled out entirely.

7. If awarded. Is the vendor expected to provide litigation assistance?

Yes, but the Judiciary will try to reduce the need for litigation assistance from the test kit provider by employing their help line or technical assistance first before litigation is required. Please note that we use confirmation testing on all presumptive positives by GCMS, thus reducing dependence upon a screening tool for any kind of adverse action.

8. Does the vendor have to provide oxycodone testing or are you flexible on this aspect?

Yes, the test should include oxycodone.

9. Is the vendor expected to come on-site to administer the test kit?

No, the vendor is not required to come on-site to administer the test kit. However, per item 12. of the technical specifications, the vendor must be must be willing to provide annual on-site training on Oahu and preferably, the three major islands of Hawaii to include Kauai, Maui and the Big Island of Hawaii (Hilo and Kona). In addition to training in the use of the kit, training should cover current trends in substance abuse, methods to adulterate specimen, drug detection periods, etc.

10. Shipping Method/Shipping Cost Per Kit are outlined on the pricing page in Section A and it appears that these need to be added to the unit cost. However, on the next page in Section B, it appears that multiple options are allowed. Does this mean we should use the most cost-effective amount per kit described in Section B for the shipping cost price in Section A?

It would be in your best interest to provide the best price per cup per the specifications we have listed (Section A) and then offer one or more options for shipping, with the pricing for each method of transport (Section B).

11. In reviewing the bid, under the technical specs, #9, it states "each drug shall have its own control line". In Section 3.8. Evaluation, under Phase 1, it indicates "own control line is a preference". It is unclear whether it is a mandatory condition or not.

Each drug shall have its own control line, as specified by item 9 of the Technical Specifications. Section 3.8, Evaluation Criteria will be amended by deleting: "Preferences: own control line and one drug per strip/results tear-off label."

12. The Judiciary had an RFP for Drug Confirmation Testing earlier in 2011 (J12001). Will the awarded laboratory from that RFP be confirming presumptive positives for the on-site devices in the current RFP? If so, who is that Laboratory?

Yes, Technical Resources Management, dba NORCHEM Laboratory, the vendor awarded the contract for Drug Confirmation Testing (J12001) will be confirming presumptive positives of the on-site test kits.

13. How will preferences for USA-made, recyclable, and one drug per strip affect the evaluation scoring? Are each of these preferences worth a certain number of points?

Each preference will be assigned points and scored according to the Evaluation Criteria. Points will be given to USA made and/or recyclable cups.

14. What are the cut-off levels for the drugs to be screened in the Drug Test Kits?

The Substance Abuse and Mental Health Administration (SAMHSA) cut-off levels should be utilized except for opiates whose cut-off level should be 300 ng. Vendors may propose deviations from these standards and explain why their proposed levels are preferable.

15. How many locations will the product be shipped to?

The number of locations are listed in Section 3.14. Invoicing and Payment of this RFP. The Judiciary may increase or decrease the number of locations and/or drug testing kits throughout the duration of this contract.

16. Will product be shipped all at once, or incrementally throughout the year?

The on-site drug testing kits will be shipped incrementally throughout the year.

17. If shipped incrementally, How many times?

The number of times or shipments per year would depend on the requirements of each program. The largest shipments would be to Oahu (Honolulu); The number of kits required monthly varies approximately between 1,000 to 2,000 units based on current operations and the number of Judiciary programs that use these kits.

Modifications to **SECTION 1.2. SIGNIFICANT DATES**

The following item is **added** to this section and shall be amended to read:

Deadline for Questions: **February 3, 2012**

Modifications to **3.7. SUBMISSION OF TECHNICAL AND PRICED PROPOSALS**

The following item is **added** to this section and shall be amended to read:

- A.1. *Proposers shall list their method(s) of shipping the drug testing kits and the projected transport time for each shipping method.*

Modifications to **SECTION 3.8 EVALUATION**

The following item is **deleted** from this section and shall be amended to read:

3.8. EVALUATION

Evaluation Criteria. The intent is to standardize the offers and to allow for comparison in the on-site drug testing kits. The proposals shall be evaluated as noted in the chart.

Evaluation of Priced Proposal. The sealed price Proposal submitted by the proposer receiving a minimum qualifying score will be opened upon the completion of the evaluation of the technical proposal.

Evaluation Criteria	Score
PHASE I:	
Completeness & conformance to bid specifications	15
Accuracy and efficiency of test(Comparisons with controlled specimen and laboratory confirmations to be conducted)	20
Overall user friendliness for collector and donor (to include interpretation of results) Preferences: own control line and one drug per strip/results tear off label	15
Manufacturing Source and Components (Preference: Production in USA/Recyclable materials)	5
Fidelity of test kit during transport and storage considerations	5
Shipping options and projected transport time	5
Recommendations from former or current users of product(s).	5
Invoicing capabilities and ability to set up and maintain multiple billing accounts	5
PHASE II: Pricing per Kit In the second phase, only the offerors with the top three scores found to be acceptable and qualified (under the evaluation criteria) will be opened upon completion of the evaluation of the technical proposal.	5
TOTAL SCORE	100