



ADDENDUM I

SUBJECT: Request for Proposals – Random and Post Accident Drug Testing Services, (RFP 23-116, 6100017163), Scheduled to Close: Friday, September 15, 2023; Date of Issue: Monday, August 14, 2023

FROM: Denise Gómez-Esquivel, C.P.M, CPPB
Procurement Administrator

DATE: September 7, 2023

THIS NOTICE SHALL SERVE AS ADDENDUM NO. I - TO THE ABOVE REFERENCED REQUEST FOR PROPOSALS

THE ABOVE-MENTIONED REQUEST FOR PROPOSALS IS HEREBY AMENDED AS FOLLOWS:

- 1. ADD:** Exhibit 11 - Fire department locations, this document will be posted as a separate document.
- 2. CHANGE:** RFP Attachment B, Revised Price Schedule dated 09.06.2023, this document will be posted as a separate document.
- 3. CHANGE:** The deadline for proposal submission has been extended to **Wednesday, September 20, 2023, 11:00 A.M. Central Time.**

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 007, PRE-SUBMITTAL CONFERENCE:

On Tuesday, August 22, 2023, the City of San Antonio hosted a Pre-Submittal Conference to provide information and clarification for the Random and Post Accident Drug Testing Services. Below is a list of questions that were asked at the pre-submittal conference. The City's official response to questions asked is as follows:

Question 1: Will the city require scheduled random testing overnight? And will random testing be performed during business hours generally?

Response: The City will not require overnight collection for random testing. Random testing can be performed during normal business hours and/or weekends.

Question 2: How many employees will be randomly tested during each onsite testing event? Is there an established schedule? If so, please provide.

Response: The City will request random testing on a monthly basis. The desired schedule is 30 collections per month but it may vary based on various circumstances that can drive either more or less testing.

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 011, RESTRICTIONS OF COMMUNICATION:

Question 3: We are a privately traded company and our financials are confidential and proprietary so can the respondent submit response without financial information? Alternately, can the respondent meet the requirement with a few statistics such as revenue, net income, etc.?

Response: Yes, respondent can submit response without financial information however, missing financial information may impact on the scoring of the proposal. City's preference is D&B report or another credit report, for respondent and its partners, affiliates, and subtenants if any. However, if D&B report is not available then respondent may submit financial statements or Letter from the bank to show a good credit score.

Question 4: We are fully remote workforce; local business presence is in the form of our contracted partner clinics, while oversight, MRO services, and electronic results are managed by the Third-party administrator (TPA) so can this meet the requirement of local/county operation?

Response: Local business presence in the form of contracted partner clinics does not meet the requirement. The city is looking for respondent to have a physical business location within the Bexar county limits.

Question 5: Cost of our confirmation testing is included in the base price for each initial screening testing so, can the city accept combine price for both initial and confirmation testing? Similarly, cost of MRO services is included in the base price for each drug screen so can the city accept combine price of initial test, confirmation test and MRO services into one price?

Response: No, not all initial screening test will require confirmation testing. That is why initial screening and confirmation lines created separately. City requires respondent to provide pricing as specified on the price schedule. Please see Item 2 above. The RFP has been modified.

Question 6: On attached B, Price schedule, there is an expected quantity of 360 for reasonable suspicion and post-accident test per year which is quite higher than normal so can the city confirm the quantity?

Response: Please see Item 2 above for revised price schedule. The RFP has been modified. The respondent shall use revised price schedule while submitting proposal response.

Question 7: What is the process of receiving a copy of the bid that was awarded previously?

Response: Please see below council link for previous contract information. If you need more information, please submit open record request to city's clerk office.
<https://sanantonio.legistar.com/LegislationDetail.aspx?ID=4272651&GUID=2151AACB-DA1E-4CC5-B729-1505E9C938D9>

Question 8: Please provide list of all fire department locations where testing is going to be needed.

Response: Please see Item 1 above. The RFP has been modified.

Question 9: Is the breath alcohol test component required? Both saliva and urine tests screen for ETG alcohol, is the City interested in using one of those as it is all drug/alcohol in one?

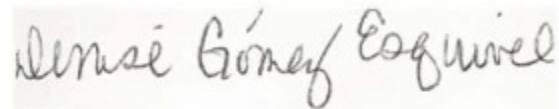
Response: Yes, but city is not interested in alcohol testing using saliva or urine. Respondent shall perform alcohol testing using Evidential Breath Testing device (EBT) as defined in the 004- Scope of Service.

Question 10: We understand the need/volume/timing of post-accident and reasonable suspicion testing. However, how many post-accident tests on average are done per year? And when it comes to random testing, how often are you looking to have people tested? Is it Weekly, bi-weekly? Is it more than one person being pulled at a time? How many random tests are done per week/month?

Response: Please see responses to Questions 2 and 6.

Question 11: We are interested in providing on-site random testing. Would the city be willing to split-up the contract and award separately from the post-accident/reasonable suspicion?

Response: The city is not willing to split-up contract separately. The city is looking for respondent that can provide all services as defined in the 004- Scope of Service.



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