



Addendum #3
January 15, 2020
Request for Proposals (RFP)# 2019-25
Statewide Centralized Laboratory Services

Please note the following clarification for question 16 b. found in the document entitled NYS Department of Corrections and Community Supervision RFP #2019-25 Statewide Centralized Laboratory Services Questions and Answers.

“16. In Section 5; Subsection 5.5.1, we ask the following:

...

b. Item e – This states each proposal should incorporate a Table of Contents with sections identified identical to the Table of Contents used for this RFP on pages 2 through 4. However, this Table of Contents includes sections that do not necessitate a response from the Bidder. Please clarify if bidders are expected to provide responses to each item listed in the Table of Contents provided on pages 2 through 4 or if bidders are to follow the same format and provide responses to the Required/Mandatory items of the RFP as identified in the Pass/Fail Checklist listed in Item k).”

“**Bidders are expected to provide responses to each item listed in the Table of Contents provided on pages 2 through 4 and provide responses only for the Required/Mandatory items of the RFP as identified in the Pass/Fail Checklist listed in Item k**”. For sections that do not necessitate a response, bidders must list each Section and subsection and indicate that the said section/subsection has been read and agreed to with a **read and agreed** response. For example:

1. INTRODUCTION:

- 1.1 Issuing Agency - Read and Agreed
- 1.2 Department of Corrections and Community Supervision (DOCCS) Mission Statement – Read and Agreed
- 1.3 Purpose - Read and Agreed
- 1.4 Designated Contact Pre-requisite - Read and Agreed
- 1.5 Schedule of Events and Dates - Read and Agreed

For sections that necessitate a response, bidders must list each section and subsection and indicate the corresponding **page number** to said section/subsection. For Example:

6. SCOPE OF SERVICES:

- 6.1 Mandatory Requirement Documentation – Page #

- 6.2 Proposal Response Narrative – Page #
 - 6.2.1 Contractor Requirements: - Page #
 - 6.2.2. Logistics: - Page #
 - 6.2.3. Reporting/Record Keeping: - Page #
- 6.3 Experience and References – Page #
- 6.4 Service Delivery – Page #
- 6.5 DNA Testing – Page #
- 6.6 Electronic Interface – Page #
- 6.7 Diversity Practices – Page #
- 6.8 Cost of Service – Page #

Please complete and submit with your proposal

Bidder's Name: _____

Signature: _____

Title: _____ Date: _____