

# IFB 2024-30 Official Responses to Questions

Q #	Question	Responses
1	Can you clarify if any pre-existing infrastructure, technology, or systems must be integrated into this project?	DOCCS requires a secure online website/portal for the access and transmission of drug test results. See Section VIII & XII in the Scope of Services.
2	Are there specific benchmarks or KPIs that will be used to measure performance?	Vendor must meet all requirements as outlined in the IFB, provide results within 48-72 hours.
3	Is there a preference for specific methodologies or approaches for project execution?	All lab tests must utilize GC/MS or LCMSMS
4	Will there be access to historical data or previous reports related to this project?	This question is not relevant to the development of a proposal under this IFB.
5	Are there any non-negotiable compliance or regulatory requirements bidders should be aware of?	See Section - Qualification of Bidder and Section IV in Scope of Services Page 24.
6	Can you provide an estimated budget range or ceiling for this project? Will payments be made upon milestone completion, or is there a different structure?	1. This question is not relevant to the development of a proposal under this IFB. 2. Contractor's Invoices should be submitted monthly.
7	Are there any penalties or withholdings in case of noncompliance or delays?	See Appendix B - Section 34: Performance and Responsibility Qualifications.
8	What weighting is assigned to each evaluation criterion (e.g., cost, experience, innovation)?	Please see Section - Method of Award.
9	Are there any preferred formats or templates for submission?	Please see IFB 2024-30 Notice To Bidders (page 6).
10	How will past performance and references be evaluated?	See Appendix B - Section 34: Performance and Responsibility Qualifications.
11	Will shortlisted vendors be invited for an interview or presentation?	No. See response to question 8 above.
12	What is the expected timeline for award decision and contract execution?	DOCCS anticipates a tentative award and contract execution to allow a contract start date of July 1, 2025.
13	What is the anticipated project start date?	See response to question 12 above.
14	Are there any constraints or dependencies that could impact the timeline?	Yes. DOCCS does not anticipate a delay.
15	Will there be site visits, and if so, will vendors need to cover those costs?	No. All training should be provide via tele-video or remote hosting.
16	Is there an incumbent vendor currently providing these services? If so, are they eligible to rebid?	Yes. Yes.
17	Can you provide insight into key contract terms, such as liability, termination clauses, and dispute resolution?	DOCCS refers Bidders to the IFB.
18	Will bidders be expected to obtain specific insurance or bonding requirements?	Please see Section - Contractor Insurance Requirements
19	P.23, Overview paragraph 3: "DOCCS will provide the leak-resistant specimen cup". <b>Question:</b> Does the DOCCS specimen cup provide an instant test result to the DOCCS Collector? <b>Question:</b> Is there an option for the vendor to provide their own specimen cups at no additional cost to DOCCS?	1. Yes. Only positive specimens will be sent out for confirmation. 2. No.

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2	Are there specific benchmarks or KPIs that will be used to measure performance?	Vendor must meet all requirements as outlined in the IFB, provide results within 48-72 hours.
20	Could you please confirm Cordant current provides these drug testing services?	Current Vendor is Technical Resource Management, LLC, d/b/a Cordant Health Solutions.
21	Could you please share the current pricing and contract for the requested services?	FOIL requests can be made at: <a href="https://doccs.ny.gov/freedom-information-law-foil">https://doccs.ny.gov/freedom-information-law-foil</a>
22	How many confirmation tests were performed in 2024? Could you please provide an estimated positivity rate?	1. Average number of confirmation tests per month is 225-250 2. It varies. Please bid accordingly.
23	P. 5, General Information, purpose paragraph 2: <i>DOCCS will award a contract to provide services to all DOCCS Facilities as detailed in Attachment 1.</i> <b>Question:</b> Could you please provide Attachment 1 with the 42 facility locations? <b>Question:</b> On average, how many specimens and shipments are sent from each location per month?	1. See Addendum #2 2. DOCCS anticipates sending approximately 500 specimens in a month, specimens are shipped daily or as needed.
24	P. 24, Scope of Services, Section V. Paragraph 2-3: <i>"The basic five drug screen will test for Opiates, Marijuana (THC), Buprenorphine, Fentanyl, and Cocaine. A separate single screen will test for either Opiates or Marijuana (THC). A single screen for either Opiates or Marijuana may be ordered in conjunction with a separate synthetic screen or exclusively."</i> <b>Question:</b> Could you please confirm NY DOCCS requires pricing for a 5-panel test that includes Opiates, Marijuana (THC), Buprenorphine, Fentanyl, and Cocaine? If so, how do we present this price on the Required Cost Sheet? <b>Question:</b> Could you please confirm whether NY DOCCS is requesting instant testing cups or only laboratory testing with automatic confirmation testing? <b>Question:</b> How does the proposer indicate a separate confirmation cost on the Required Cost Sheet?	1. Yes, DOCCS requires the 5-panel test, See Addendum #2 2. DOCCS will send any sample that tests positive via the Bio Cup for confirmation testing. There will be no need for initial screening tests at this time. 3. See Addendum #2
25	P. 24, Scope of Services, Section V. Paragraph 5: "All 'cut off levels' must be consistent with established National Institute of Health's National Institute on Drug Abuse (NIDA) standards; for more information please visit their website at <a href="http://www.nida.nih.gov">www.nida.nih.gov</a> ." <b>Question:</b> NIDA does not provide cut-off levels for buprenorphine and fentanyl. Will DOCCS accept 2 ng/mL for Fentanyl and 5 ng/mL for Buprenorphine?	Yes, DOCCS will agree to a cut-off level of 2 ng/mL for Fentanyl and 5 ng/mL for Buprenorphine?
26	Please confirm that any exceptions to the contract terms and conditions should be submitted by the questions deadline, February 19, 2025, 3:00 pm.	As noted in IFB 2024-30 (page 5) Bidders should note that all clarifications and exceptions including those relating to the terms and conditions of the contract are to be resolved prior to the submission of a bid.

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27	Would an extension to the bid due date be considered given that responses to questions are to be released close to the bid due date? If so, can an extension also be granted to the questions due date?	See Addendum #1
28	Who is the present incumbent?	See response to Question 20 above.
29	Can you please release a copy of the current contract, or do I need to file a FOIA request?	FOIL requests can be made at: <a href="https://doccs.ny.gov/freedom-information-law-foil">https://doccs.ny.gov/freedom-information-law-foil</a>
30	What is the current positivity rate for specimens submitted?	under this IFB.
31	Can DOCCS share the historical positivity rate for its drug testing?	See response to question 30 above.
32	What is the expected turnaround time for results?	See Section - Scope of Services Part VIII.
33	V111. Cost must include the provision of one pre-paid mailer for every specimen Will each specimen be mailed separately? Can the specimen be put into specimen bags? Would this be utilizing FedEx?	<ol style="list-style-type: none"> <li>1. Yes, Each Specimen will be mailed separately.</li> <li>2. Yes, Each Specimen can be put into a separate specimen bag.</li> <li>3. Any carrier that can provide tracking, and ensure timely delivery of specimens to testing facility will be appropriate.</li> </ol>
34	X111. Testimony at DOCCS administrative hearings is required by the Contractor during normal business hours, telephonic testimony will be required on an as needed basis. Please provide an estimate on how often and how long the hearings or telephonic testimony will be.	Number per month fluctuates. Please bid accordingly.
35	From the Cost Sheet, can you please provide the list of drugs for Synthetic Screen Canabanoids-2 and Synthetic Canabanoids – 3 requested panels?	Please see: <a href="https://pmc.ncbi.nlm.nih.gov/articles/PMC4525208/">https://pmc.ncbi.nlm.nih.gov/articles/PMC4525208/</a>
36	From the Scope of Services X1., please provide additional information for what is expected in the request for each of the following items: <ol style="list-style-type: none"> <li>1. Analysis of report results</li> <li>2. Presentation of lab reports and results for use in DOCCS administrative hearing process – (does this refer to a litigation package or something additional?)</li> <li>3. Procedural updating.</li> <li>4. Orientation of new personnel.</li> </ol>	<ol style="list-style-type: none"> <li>1. Lab results must be provided to DOCCS in a manner that is clear to understand.</li> <li>2. All official reports, including chain of custody should be provided and maintained for use in DOCCS disciplinary process.</li> <li>3. If laws or regulations change that require changing the testing process.</li> <li>4. Any new urinalysis officers will need initial training on testing process. Allow for established (Webex, PowerPoint, remote, etc.) training to facilities for new staff.</li> </ol>
37	From the Scope of Services X1., How many facilities will require training at launch? How many trainings will be required per facility?	<ol style="list-style-type: none"> <li>1. See Addendum #2 - 42 facilities will require initial training at launch.</li> <li>2. Refresher training to be provided as mutually agreed upon between DOCCS and awarded contractor or as state or local procedures change.</li> </ol>

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38	From the Scope of Services X1., Is a training manual that details all of the requests in Section X1. requested or something other than this?	IFB 2024-30 states two (2) procedure manuals (detailing the actions required of DOCCS staff in collecting and preparing a specimen) shall be provided to all DOCCS facilities. Manual should include instructions to access the online portal for test results.
39	Is any additional training required other than the training listed in section XI?	See IFB 2024-30 Scope of Services section XI.
40	Please provide historical data for the percentage of time a litigation package and testimony were needed annually. Would an extension to the bid due date be considered given that responses to questions are to be released close to the bid due date?	1. Unknown 2. See Addendum #1
41	Will you allow an experienced third party administrator who contracts with and uses exclusively Samhsa Laboratories to bid on this project?	No
42	The Q&A explains: •confirmation testing is all that is being requested (question 3) •initial screening is not requested (question 3, 24) Could you clarify if the rows requesting pricing for screens refer to a lab screen OR an instant cup screen?	We will be utilizing the BioCup for instant screening at the facility level. If an I/I tests positive with the BioCup, that sample will be sent to the vendor for confirmation screening. If the vendor's screening tests positive, they will test it a second time for confirmation, then provide the results via portal.