**RFP 20-025, Toxicology Testing Services
Attachment F, Mandatory Requirements & Technical Proposal Template**

***Instructions:*** *Please provide responses to the questions in each section below. Where appropriate, supporting documentation may be referenced by specific page and/or paragraph number(s). If any of the responses contain confidential information, as defined in IC 5-14-3, please reference the attached confidential material and separate from the rest of this response document. A redacted version of this document should be submitted if confidential material is included within this response template.*

**SECTION 1: MANDATORY REQUIREMENTS

Please provide a response of “yes” or “no” to indicate if the mandatory requirement shall be met by the respondent and its proposed solution. Respondents are advised that selecting “no” for any of the mandatory requirements may be grounds for disqualification from further consideration.**

**Mandatory Requirement 1**: The respondent has successfully implemented a similar solution for at least one state health department in the previous 5 years. If YES, please specify the state health department(s) below.

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**Mandatory Requirement 2**: The respondent must be able to test for, at minimum, 70% of the 283 compounds (ie: 198 compounds) in the ISDH Comprehensive Panel (see Attachment H for the listing of compounds). The 70% (198) may be achieved through a combination of blood, urine or vitreous sample tests. If YES, please confirm the respondent’s Attachment H submission specifies the compounds and tests types applied to the 70% requirement.

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***SECTION 2: TECHNICAL PROPOSAL***

1. How will your company meet the testing requirements in the ISDH Comprehensive Panel?

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1. What procedures does your company have in place for monitoring and for testing synthetic fentanyl, cannabinoids, and psychoactive analogues?

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1. Are there any industry-based standards that your company follows? If yes, please explain.

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1. Does your company maintain accreditation? If yes, please provide documentation of accreditation.

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1. What is the format of the reports that your company provides to your customers? Please provide a list of your company’s standard reports, including examples, as an attachment to your RFP response. Please note which are available online and how the reports are delivered to your customers.

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1. What types of training, if any, does your company offer to its clients? What additional costs are associated with the training offerings available?

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1. Please give a detailed explanation of your billing process regarding 3rd party billing?

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1. What is your standard turnaround time from receiving a sample to when the toxicology results are made available? Please provide a timeline as an attachment to your RFP response.

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1. Using the ISDH Comprehensive Panel (Attachment H and Attachment I), please discuss how many of the drug compounds the respondent will test for by sample category (blood, urine and vitreous).

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1. Does your company have a program in place for keeping up with new emerging drugs? Please explain.

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1. If your company has a program in place to keep up with new emerging drugs, and an emerging drug is found, how will you handle adding it to the ISDH Comprehensive Panel? If a county coroner requests the addition of a drug compound how will you handle adding it to the ISDH Comprehensive Panel? What additional costs are associated with the addition of drugs to the ISDH Comprehensive Panel?

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1. Of the drug compounds the respondent has identified that can and will be tested for, how many can be done in the respondent’s lab and how many must the respondent contract to another lab?

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