

**STATE OF INDIANA**

**Request for Proposal 21-2133**

**Respondent Clarifications**

**INDIANA DEPARTMENT OF ADMINISTRATION**

***On Behalf Of***

**Indiana Department of Child Services**

***Solicitation for:***

**Drug Testing Supplies and Services**

**Response Due Date: Friday, October 23, 2020 by 12:00PM Eastern Time**

Teresa Deaton-Reese, Strategic Sourcing Analyst

Indiana Department of Administration

Procurement Division

402 W. Washington St., Room W468

Indianapolis, Indiana 46204

1. **Respondent Clarifications:** The State requests responses to the following questions. All clarifications must be answered in writing and submitted by no later than the due date listed on page 1. Written responses and updated attachments (if necessary) should be submitted via email to Teresa Deaton-Reese at [tdeaton@idoa.IN.gov](mailto:tdeaton@idoa.IN.gov).   
   1. **Technical Proposal:**
      1. Section 6, Collection Management:
         1. What types of universal health and safety precautions for collection are you practicing?
         2. If you currently or have previously utilized subcontractors in any similar contract(s), please detail the measures you have taken to ensure quality. What is your plan to track accountability and to audit the performance of your proposed subcontractors?
         3. In Question 12 of the Technical Proposal, the State asks Respondents about performance measures and corrective actions. In addition to corrective actions, please indicate if you or any of your subcontractors have experienced any the following issues in the past 12 months:
            * Termination of the entire contract or portions of the contract
            * Performance issues or deficiencies in service delivery
            * Involvement in contract disputes

Please describe all issues that fall into the above categories, and describe how you remedied the identified issues, if applicable.

* + 1. Section 7, Staffing Requirements:
       1. In your proposal, you state that "Cordant will support 200 court appearances per year." This RFP does not allow limits to be placed on court appearances, and requires the vendor to complete all requested court appearances regardless of quantity. Please confirm your understanding of this requirement.
    2. Section 14, Reports:
       1. Please describe your proposed reporting of your quality control efforts during the course of this potential contract.
  1. **Cost Proposal**:
     1. In your Attachment E: Cost Proposal, you did not enter prices for the following items. Please confirm that these items are offered at no cost:
        1. In Table 4: Laboratory Analysis, 10-Panel: Confirmation testing for blood tests.
        2. In Table 5, Laboratory Analysis, Ad-Hoc: Confirmation testing for alcohol, methadone, and phencyclidine blood tests.