



Beaufort County School District

Addendum 1

Solicitation Number: 21-013
 Date Printed: August 25, 2020
 Date Issued: September 14, 2020
 Procurement Officer: Kaylee Yinger, CPPB
 Phone: 843-322-2349
 Email: Kaylee.Yinger@beaufort.k12.sc.us

Invitation for Bid

DESCRIPTION: **Drug Testing Agency Services**
 SUBMIT OFFER BY (Opening Date & Time): **September 29, 2020 2:00 PM (EST)**
 QUESTIONS MUST BE RECEIVED BY: **September 21, 2020**
 NUMBER OF COPIES TO BE SUBMITTED: One (1) original

Offers must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior.

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS:
 Beaufort County School District
 Procurement Office
 P.O. Drawer 309
 Beaufort, SC 29901-0309

PHYSICAL ADDRESS:
 Beaufort County School District
 Procurement Office
 2900 Mink Point Blvd
 Beaufort, SC 29902

Electronic Bids will be accepted through the following web address: <http://beaufortschools.net>.

| | |
|----------------------------------|-----------|
| CONFERENCE TYPE: DATE & TIME: | LOCATION: |
|----------------------------------|-----------|

AWARDS & AMENDMENTS:
 Award will be posted at the Physical Address stated above on or after September 30, 2020. The award, this solicitation, and any amendments will be posted at the following web address: www.beaufort.k12.sc.us

You must submit a signed copy of this form with Your Offer. By submitting a bid or bid, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of ninety (90) calendar days after the Opening Date.

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|---|--------------------|
| NAME OF OFFEROR: _____ <small>(Full legal name of business submitting the offer)</small> | ENTITY TYPE: _____ |
|---|--------------------|

AUTHORIZED SIGNATURE (Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above)

| | |
|--------------------|-------------|
| PRINTED NAME _____ | TITLE _____ |
|--------------------|-------------|

Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror above. An offer may be submitted by only one legal entity. The entity named as the Offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.

PAGE TWO
(Return Page Two with Your Offer)

| | |
|---|--|
| HOME OFFICE ADDRESS (Address for offeror's home office/ Principal place of business): | NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent): |
| PHONE NUMBER: | |
| EMAIL ADDRESS: | |

| | |
|--|---|
| PAYMENT ADDRESS (Address to which payments will be sent): | ORDER ADDRESS (Address to which all purchase orders will be sent): |
| <input type="checkbox"/> Payment Address Same as Home Office Address | <input type="checkbox"/> Payment Address Same as Home Office Address |
| <input type="checkbox"/> Payment Address Same as Home Notice Address (check one only) | <input type="checkbox"/> Payment Address Same as Notice Address (check one only) |

| | | |
|---|-------------------------|-----------------------------|
| ACKNOWLEDGEMENT OF AMENDMENTS: | <u>Amendment Number</u> | <u>Amendment Issue Date</u> |
| Offerors acknowledges Receipt of amendments by Indicating amendment number and its date of issue | | |

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| MINORITY PARTICIPATION- Are you a Minority Business Enterprise: Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please include a copy of your certification. |
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Questions and Answers:

1) Who is the current provider?

[Absolute Assurance](#)

2) Why are you evaluating new providers?

[The contract has expired.](#)

3) What is the current pricing?

[This information is available through a formal FOIA request. You can make this request on our website at beaufortschools.net.](#)

4) What is the minimum number of students being tested at each event?

[The testing sample should be random and 10 % of BCSD High School students engaged in extracurricular activities.](#)

5) BCSD includes 6 high schools. At each testing event, is the testing to be completed utilizing 1 central location?

[Please see section 3.0.4 of the solicitation item d.](#)

6) “Electronic Bids will be accepted through the following web address:

<http://beaufortschools.net>.” The site doesn’t indicate where to upload/submit. Should submissions go directly to Kaylee.Yinger@beaufort.k12.sc.us?

[Go to our website and click on “community” then “bids and awards”. The link provided will take you directly to our Vendor Registry page where you will have the ability to submit your proposal electronically.](#)

7) Page 18. “Your business and technical proposal must be on separate media.” In the case of electronic submissions, would you like 2 separate documents?

[Your business and technical proposal should be two separate documents but can be submitted together.](#)

8) Page 18. “Electronic bid submittals must include an original offer, and a redacted version.” If there is nothing marked CONFIDENTIAL, TRADE SECRET or PROTECTED, is a redacted version necessary? If yes, what would we be redacting?

[A redacted version allows BCSD to respond to FOIA requests from vendors seeking information about other submitters without exposing confidential or protected information. If you do not redact information such as financials, resumes, or references, that information can be made public.](#)

9) Page 20. “...an eight (8) panel test. Optional pricing for a five (5) panel and a twelve (12) panel test is also requested.” What specific drugs would you like tested on each panel?

[Per the solicitation on page 23 “Students will be subject to drug screening to test for any of the following substances, the use of which is expressly prohibited, in addition to other substances defined as a controlled substance by either South Caroling or Federal law: Alcohol, Amphetamines, Cocaine, Opiates, Barbiturates, Benzodiazepines, and Marijuana. At the](#)

recommendation of the Test Administrator, students may test for any other or additional substances.”

10) Page 21. “All students selected for testing at a school shall not be notified simultaneously.” How long do you historically require a mobile collector to stay on campus while students are being assembled? (As an example, under regular circumstances, if there were 6 donors ready to go and each collection took 10 to 15 minutes, the event would be complete in an hour to 90 minutes. Do you expect a similar timeframe or longer? If longer, can you provide an estimation?)

Please see section 3.0.4 Method of Collection of Urine Sample on page 21 of the solicitation.

11) Page 23. “d) Reasonable Cause Testing for Alcohol. In the event a student and a student's parent request reasonable cause test for the presence of alcohol, the contractor may use a breath and/or urine test method.” No space is provided on the Price Business Proposal on page 50 to account for this item.

You may add this item on your pricing proposal.

12) Page 23. “subcontract a physician licensed to practice medicine in South Carolina as a Medical Review Officer (MRO).” Please confirm that physicians licensed in any state, but SC are ineligible to serve as MRO.

Per the solicitation, the MRO must be a physician licensed to practice medicine in South Carolina.

13) Page 24. “If the MRO determines that the test results are valid and ‘positive’ for the presence of alcohol or a controlled substance, the MRO shall inform the student and the student's parent/guardian of his/her determination and offer them the opportunity for an assessment and based on that assessment, the provision of an intervention program”. Can you clarify if the MRO is just responsible for making the student aware of such an option or if the MRO or vendor is actually responsible for providing the assessment?

The MRO is not responsible for the assessment only the notification of its availability.

14) Page 53. Do you want a copy of page 53 to be used as the Utilization Report or is it acceptable to reproduce it on a clean page with an added line for the requested signature? Also, shouldn't there be a column for the Prime Contractor as well?

Section 9.0 should be completed and signed as is.

15) Page 51. The IFB states one option the bidder has to “demonstrate their process for contracting or utilizing businesses” is “Commitment to future good faith outreach efforts in all projects undertaken in South Carolina.” Where would one indicate that on the Utilization report on page 53?

The proposer must provide information on how they contract or utilize businesses. This can be provided in addition to the utilization report.