

KANSAS CITY AREA TRANSPORTATION AUTHORITY
REQUEST FOR PROPOSALS (RFP) #G21-7021-21C
DRUG & ALCOHOL TEST COLLECTIONS AND MEDICAL SERVICES

ADDENDUM #1

Issue Date: June 23, 2021

This Addendum is hereby made a part of the Request for Proposals and Project Documents to the same extent as if it was originally included therein and is intended to modify and/or interpret the bidding documents by additions, deletions, clarifications or corrections. The Contractor shall acknowledge receipt of this Addendum in their Proposal on the "Receipt of Addenda" form (herein attached) and shall include the form in Volume III, "Contractual."

PROPOSAL CLARIFICATIONS

1. Q: Who is your current TPA/provider(s) managing your drug/alcohol testing program & SAMHSA LAB conducting the urine testing?

A: KCATA manages the drug/alcohol testing inhouse through the Safety Department. The contracted provider currently uses Quest-Lenexa for their lab work.

2. Q: Who is your current onsite mobile collection provider? How many times did you have onsite collections performed, whether during or after hours? Where onsite scheduled (if so, how often), or was onsite services used solely for accidents & suspicion situations?

A: Our current onsite mobile collection is Guardian Medical Logistics. The frequency varies, approximately 6-12 per year. Onsite services are mostly used for accidents and suspicion situations. Recently, we arranged for an on-site middle of the night collection.

3. Q: The RFP requests a "mobile clinic" on page 8. Would a mobile collector be able to use the KCATA facilities for the collection, or is the mobile collection provider required to have a mobile bathroom/vehicle?

A: With respect to a dedicated space, KCATA does not currently have a secured onsite collection area that meets the FTA/DOT requirements as outlined in 49 CFR Parts 40.41 and 40.43. However, if the situation mandates an on-site collection, the mobile collector must protect the security and integrity of the collection as outlined in 40.43.

4. Q: Are there any specific improvements you are seeking of your previous contract?

A: Items include: 1) Contact who is always available 24/7 to respond if there problems with after-hours collections; 2) well trained and thorough collectors who make minimal errors; and 3) ongoing training for staff regarding DOT/FTA-specific regulations.

5. Q: Why is this bid being solicited? Has all renewal option expired, or has there been an interruption with the service?

A: Contract expiration with no remaining renewal options.

6. Q: If given the ability, what would the City change moving forward with the next contract, to raise the service level even higher than it is now?

A: Require collectors to have ongoing refresher training on FTA/DOT collections. Note: KCATA is not part of the City, and therefore KCATA's program is completely different.

7. Q: Would KCATA be interested in utilizing the ELECTRONIC CCF, to avoid any delay/interruptions caused by the expiration of current DOT paper chains on 8/31/21?

A: Absolutely

8. Q: What does the KCATA identify as a "Drug Screen attempt to collect"?

A: An attempt to make a collection that is not satisfied (i.e., shy bladder, fail to cooperate, find adulterants, etc.).

9. Q: Do you want the Non-DOT 5 panel to MIRROR the DOT panel, or be your traditional 5 panel?

A: FTA/DOT look-alike

10. Q: Where do we indicate if there are "call out/onsite" fees in addition to collection fees for after-hours onsite services?

A: Please provide this line item pricing on an additional sheet of paper.

11. Q: Can we add our MRO service and Rapid Drug Screen pricing to the bid? Both are services being provided to KCATA and is in the protocol, but the pricing is not requested on the bid.

A: Yes, this is a part of the scope of work. Please provide pricing.

12. Q: What are the current collection sites? What are their hours? Have there been any issues with them?

**A: 1) 2025 Swift / North Kansas City, MO / Monday – Friday, 8am-5pm and after hours on-call
2) 17020 E 40 Highway / Independence, MO / Monday – Friday, 8am-5pm
3) 805 NE Rice Rd./ Lees Summit, MO / Monday – Friday, 8am-5pm**

13. Q: What is your estimated budget for this project? Note: please provide a range in pricing based on budget

A: Approximately \$50,000 - \$60,000 annually.

14. Q: Under Section 3, 3.10 Disadvantaged Business Enterprise (DBE) C-F -Letter C, states that, "Because this project is not federally funded, there is no DBE or SBE goal established." However, on Letter F 1a) there is a goal of 30%? Can you please clarify if there is goal or not?

A: The RFP actually says that DBE primes must perform 30% of the work. KCATA's annual DBE goal is 23.3%. Because this project is not funded by FTA grants, no DBE goal is established for this procurement.

15. Q: Page 3. "highly qualified Proposers may be invited to interviews as necessary "due to Covid", may this be done virtually?

A: Yes, all interviews will be conducted remote via Microsoft Teams meeting.

16. Q: Can KCATA confirm the term of the resulting contract, as there is conflicting information within the RFP:

A: The contract term is one (1) year with two (2), one-year extension options.

17. Q: Page 7E. "It is the intent of the KCATA to award this contract to one proposer who can provide all required services as outlined in the Scope of Work" While it's your intention to contract with one Proposer, is it permissible for a Proposer to bid ONLY on the Drug and Alcohol portion? Or would that be grounds for disqualification?

A: It is permissible to bid on any portion of the services that are being sought. KCATA will consider what is most advantageous in its evaluation process.

18. Q: Page 9, B1b. "Non-DOT testing to include instant urine/oral and breath alcohol." Instant testing isn't accounted for on page 48, "Price Proposal." Shall we add it?

A: A revised Price Proposal is included with this addendum.

19. Q: Page 9, B3. "Proximity between the collection site(s) and the Authority's offices is important." What are the physical addresses of your offices?

A: Our Central Services Complex is located at 1350 East 17th Street, Kansas City, MO, 64108. We have two main buildings with an administration building at 1200 E 18th Street in the same complex.

20. Q: Page 13, "2.4 Required Document Submissions with Response". For A.c) "Verify that each collector is subscribed to the Office of Drug and Alcohol Program Compliance (ODAPC) list-serve" and B.c) "Provide verification for subscription to ODAPC's list-serve as outlined in Federal Code of Regulations." Do you want a statement saying we verified with each party or are you looking for some form of proof? If proof is required, what is sufficient?

A: You can have them sign a statement that they (and all staff members) are subscribed to the ODAPC listserve or send a copy of the employee's confirmations of having registered for the listserve.

21. Q: Under 2.2 Scope of Work, Section 5 B. Number 4 (page 9), is it possible to send a consolidated bill instead of the MRO?

A: Yes.

19. Q: Page 55, Attachments G-2. "Shall require that the language of this affidavit be included in the award documents for all sub-contracts exceeding \$5,000.00 at all tiers and that all subcontracts at all tiers shall affirm and provide documentation accordingly." Is that \$5,000 for just the first year or including optional years too?

A: This applies to any subcontract award at \$5,000 for the duration of the contract. The E-Verify affidavit is required to be updated annually by the Prime and all subcontractors.

22. Q: Is the MRO supposed to bill separately from the testing center, or together?

A: Either, our current MRO charges come through the clinic invoice

23. Q: Page 27, 4.6D. "KCATA anticipates that the Proposer will provide references for the Prime Proposer and its team of sub-consultants relating to its most recent three (3) contracts and points of contract for purposes of checking references." Page 25, E8. "Subcontractor Utilization Plan" only call for "up to two" references from subcontractors. Please clarify the amount required.

A: Three (3) references are requested, consistent with the Prime's requirement. Prime consultant and each sub-consultant shall provide a minimum of three (3) references that positively demonstrate experience in project management consulting services and other technical skills, competencies and experience listed in the Scope of Work. The references should include:

- *Name of Company*
- *A brief summary of project and type of services performed*
- *Contact information for a person that can speak to the work performed to include name, title, telephone number and email address*
- *Start/completion dates of project*

GENERAL INFORMATION

The recording of the Pre-Proposal Conference held June 15, 2021 at 2PM CDT is provided via link below:

https://kcata-my.sharepoint.com/:v:/g/personal/kpointer_kcata_org/Ecy4bj4d8UFChxXe5bdPJHIBRTtK3W2HFjZBWqo8t9GDSw

ATTACHMENTS

- Revised Price Proposal
- Receipt of Addendum form to be submitted with your proposal

END OF ADDENDUM #1

**ATTACHMENT D
PRICE PROPOSAL (REVISED 6/23/2021)
RFP #G21-7021-21C KCATA DRUG & ALCOHOL TESTING & MEDICAL HEALTH SERVICES**

If additional line item pricing is required, please provide on an additional sheet of paper. The pricing provided in this Price Proposal will remain in effect during the term of the contract.

Description	Estimated # Tests (each)	Unit Price	Extended Price
Year 1: Collections for Drug Testing DOT 5 Panel	425		
Year 1: Collections for Drug Testing NON-DOT 5 Panel	350		
Year 1: Instant Urine/Oral and Breath Alcohol NON-DOT	10		
Year 1: Drug Screen Observed	5		
Year 1: Drug Screen Attempt to Collect	50		
Year 1: Collections for Alcohol Testing DOT/ FTA	150		
Year 1: Alcohol Confirm Test DOT/ FTA - Positives Only	10		
Year 1: Mobile Clinic - After hours 5pm - 8am	6		
Year 1: DOT Certification Physicals	750		
Year 1 Total			
Option Year 1: Collections for Drug Testing DOT 5 Panel	438		
Option Year 1: Collections for Drug Testing NON-DOT 5 Panel	361		
Year 1: Instant Urine/Oral and Breath Alcohol NON-DOT	10		
Option Year 1: Drug Screen Observed	5		
Option Year 1: Drug Screen Collection Only	50		
Option Year 1: Collections for Alcohol Testing DOT/FTA	155		
Option Year 1: Alcohol Confirm Test DOT/FTA-Positives Only	10		
Option Year 1: Mobile Clinic - After hours 5pm - 8am	6		
Option Year 1: DOT Certification Physicals	773		
Option Year 1 Total			
Option Year 2: Collections for Drug Testing DOT 5 Panel	452		
Option Year 2: Collections for Drug Testing NON-DOT 5 Panel	372		
Year 1: Instant Urine/Oral and Breath Alcohol NON-DOT	10		
Option Year 2: Drug Screen Observed	5		
Option Year 2: Drug Screen Collection Only	50		
Option Year 2: Collections for Alcohol Testing DOT/FTA	160		
Option Year 2: Alcohol Confirm Test DOT/FTA-Positives Only	10		
Option Year 2: Mobile Clinic - After hours 5pm - 8am	6		
Option Year 2: DOT Certification Physicals	797		
Option Year 2 Total			
GRAND TOTAL FOR ALL SERVICES			

KANSAS CITY AREA TRANSPORTATION AUTHORITY

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RECEIPT OF ADDENDA

Proposers shall return this form when submitting their proposal as part of Volume III – Contractual. The form shall be signed and dated by an authorized representative of the firm. Failure to submit this form may deem the Proposer non-responsive. As additional addenda are issued by, please notate date received below.

We hereby acknowledge that the Addenda noted below have been received and all information has been incorporated into the Request for Proposals (RFP) as required.

Addendum #1 dated June 4, 2021 Date Received _____

Addendum #2 dated June 23, 2021 Date Received _____

Addendum #3 dated _____ Date Received _____

Company Name _____ Date _____

Address/City/State/Zip _____

Authorized Signature _____ Printed Name _____

Telephone _____ Fax _____ Email _____