

Addendum No. 1
RFP # 04-113-2907
Pre-Employment Drug Testing Services

July 2, 2004

Questions

Following are the answers to questions submitted in response to the above referenced RFP as of June 23, 2004. All of the questions have been listed verbatim, as received by the Pennsylvania Turnpike Commission.

1. What is the specified collection method?

The current method of collection is pre employment hair samples being taken by PTC personnel in one of three locations: in New Stanton (Western regional Office), Harrisburg (Central Office), and King of Prussia (Eastern Regional Office).

2. Can we obtain a copy of the current vendor contract?

Provided.

3. How often are pre employment tests performed?

Approximately 160 tests are taken each year.

4. What are the preferred results reporting method?

Via fax, with follow up mail copy.

5. What are your MRO requirements?

We do not have an MRO requirement for our pre employment testing.

6. Please provide samples of reports and project control (Part IV 4)

We require updates as to any changes being made in the laboratory procedures, reporting procedures, and any other information relevant to pre employment drug testing.

7. Are the cost components of the proposal kept confidential in the bid process?

Yes, the technical and cost proposals are confidential and are not considered public information during the bid process.

8. When the donor has less than one inch of hair, what is the procedure? (Body hair, or alternative testing)

In the majority of cases, body hair has been substituted.

9. What is the unit cost in section II-8 cost submittal?

The unit cost should be per test. Include the cost of the initial test, as well as the cost for any confirmation tests that are performed.

10. What level of detail is needed by the (subcontracting) lab service?

In the case of a positive test result, we require the identification of the type of substance detected, and the amount detected compared to the cutoff levels.

11. Section II – 6, Training; do you want factored in live training or will web Internet training be required?

We prefer in-person training be conducted in the initial phases of development. Any supplemental training can be conducted via other methods.

12. What is the preferred method of reporting for Methamphetamines? Breakdown or panel?

We prefer a breakdown for Methamphetamine usage.

13. Who is the preferred courier; Airborne Express, United Parcel Service, Federal Express, or U.S. mail?

The present courier is United Parcel Service (UPS).

14. Section II – 3 (work plan) clarify “person hours” as related to work plan and specific detail required in work plan.

For the purposes of this RFP, “person hours” refers to the total amount of time needed to set up procedures and train personnel to conduct testing.