



**COBB COUNTY
PURCHASING DEPARTMENT**

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William J. Tommie Jr., CPPO
Purchasing Director

ADDENDUM No. 1

**Sealed Bid #17-6201
Request for Proposal
Lease through Reagent Purchase of Analyzer for Drug Lab
Cobb County Superior Court**

Date: October 19, 2016

Page 1 of 7

The following addendum hereby amends and/or modifies the Proposal Documents and specifications as originally issued for this project. All proposers are subject to the provisions of this Addendum.

This Addendum consists of:

- Minutes, Questions, Clarifications from Pre-Proposal Meeting held on October 10, 2016
- Sign-In Sheets from Pre-Proposal Meeting

Receipt of addendum MUST be acknowledged in the submitted proposal. It is the Proposer's ultimate responsibility to ensure that they have all applicable addenda prior to bid submittal.

This acknowledgment form must be signed, dated, and included with your submitted proposal

Company Name

Date

Signature

Please Print Name

All bids must be received before 12:00 (noon) by the Bid Opening date. Bids shall be delivered to Cobb County Purchasing Department, 122 Waddell Street, Marietta, GA 30060.

ADDENDUM No. 1

Sealed Bid #17-6201 Request for Proposal Lease through Reagent Purchase of Analyzer for Drug Lab Cobb County Superior Court

Date: October 19, 2016

A. Pre-Proposal Meeting - October 10, 2016, 2:00 PM, 70 Haynes Street, Marietta, GA 30090

1. Bid Submission Procedures

- Bids are due by October 27th, 2016, before 12:00 (noon).
- Late bids will not be accepted.
- Bids will be opened at 2:00 PM on the same day at the Purchasing Department, 122 Waddell Street, Marietta, GA 30060. **Please note the new address for Purchasing behind the parking garage at 100 Cherokee Street.** Be advised that GPS may not direct you to the correct location.
- The bid opening may also be watched on Cobb County's government access channel CobbTV or the website (www.cobbcounty.org).
- Bid Bond is not required.
- A Georgia Security & Immigration Act Affidavit (Exhibit A) must be included with the bid. It must be signed and notarized; it must include the e-verify number to be deemed as completed; if it is not included, the bid will be deemed non-responsive.
- Submit the Original and 6 Copies- well marked original copy.
- Mark all packages with the company name and bid number. Use the label in the bid package. If more than one box is used to send in Bid- put original (well-marked) in box #1.
- All questions must be submitted to Cobb County Purchasing Department by October 18, 2016 at 5:00pm. Questions may be faxed to (770) 528-1154 or emailed to purchasing@cobbcounty.org. Please reference the bid number and bid title on all questions.
- Addenda are sent to plan holders on records receiving bid package, it is also included on our website at www.cobbcounty.org/purchasing. All vendors must acknowledge all addenda with their bid response. Not including the acknowledgement form could deem your submittal non-responsive.
- See the attached sign in sheet from the pre-proposal conference.

2. Questions from Pre-Proposal Meeting

NOTE: Questions with an * have a different or more clarified answer than given at the pre-proposal meeting.

Question: You have stated in the RFP that you had a 31,000 test volume. How are they being applied towards the assay counts? How many from Group 2 are being tested?

Answer: The total assay count as stated in the RFP for 2015 was 212,219. We do not currently use anything from Group 2. The County is interested in pricing if we were to need these assays in the event that trends change.

Question: Are you interested in having Group 2 added to the bid price?

Answer: No. We would like the pricing for Group 2 separately in case the need arises to test for these substances in the future.

*Question: Per your service and warranty expectations, do you allow third party service, and do you need a manufacturer warranty?

Answer: We do allow third party service, however, the individual(s) from the business/organization conducting the service needs to be certified to uphold the integrity of the machine and be available to come to court to testify on behalf of the services performed.

*Question: When testifying in court, would you allow a third party representative, or does it have to be a bidder's representative?

Answer: Any necessary testimony relating to the analyzer or assay will be provided at a maximum of five (5) days per calendar year by the bidder, at the bidder's cost. This shall include but not be limited to testimony by expert, maintenance personnel or any other entity supplying any goods or services provided through the successful Proposer. Vendor shall include subsequent pricing for any additional days of testimony over the five (5) contracted days per year.

*Question: In regards to a representative, do you need the OEM representative, an immunoassay representative, as well as a bidder's representative?

Answer: Any necessary testimony relating to the analyzer or assay will be provided at a maximum of five (5) days per calendar year by the bidder, at the bidder's cost. This shall include but not be limited to testimony by expert, maintenance personnel or any other entity supplying any goods or services provided through the successful Proposer. Vendor shall include subsequent pricing for any additional days of testimony over the five (5) contracted days per year.

*Question: Per specifications, would you rather have a new or a reconditioned machine?

Answer: Our preference is new but a reconditioned option is on the table. For a reconditioned machine, we would require specifications including but not limited to: where the machine came from, who would be maintaining it, if all software was updated and how it would remain updated, and a statement that no parts have been removed from the machine. In addition, we would also require the analyzer to be a certified

reconditioned machine, ensuring its integrity. Training will also be required for the reconditioned machine, sufficient to present to the court.

*Question: Per training, would you need training from the OEM or a distributor?

Answer: We would need training sufficient to present to the court.

Question: How many training spots would you need?

Answer: A minimum of 2.

Question: Are you allowing multiple bids?

Answer: Yes. When submitting multiple bids, place all bids in the same packaging but label accordingly for each bid, keeping each of the multiple bids separate from the other within the package.

Question: Is the lab requesting a dot matrix printer and paper, or if that infrastructure has been updated, will the new analyzer need paper as well?

Answer: No, we currently use a dot matrix printer. If that is what the proposed analyzer uses, we will need paper sent. Otherwise, we will use our own regular paper.

*Question: How many items would you say you use on an annual basis in regards to test tube caps, adulteration strips, thermal labels, and specimen collection containers?

Answer: Annual usage cannot be provided. Separate pricing for these items is requested on the Bid Form, to be ordered on an as-needed basis.

Question: Are you looking to stay with WinTOX?

Answer: We prefer to stay with WinTOX as this LIM system connects with Connexis, our current case management system. However, we are open to any system that can interface with Connexis.

Question: Are you requiring the portable connectivity with the iPad, or is that a preference.

Answer: It is preferred but not required.

Question: When you are asking for the experience, performances, and references, are you asking for the experience of the team putting together the bid or the company as a whole?

Answer: From page 6 of the RFP "Company Experience and Performance- this section shall contain a summary of contracts (current or previous) similar in scope and size to Cobb County. Summary shall include company name, location, description of contract, dates of service and reason for termination (if previous contract)."

Question: How many references would you like to see?

Answer: Three

Question: Is there a minimum regarding the summary of contracts?

Answer: There is no minimum stated.

Question: Is there a preference in how many summaries of contracts you would like to see?

Answer: Three summaries will suffice.

Question: Are there current elements [of the evaluation criteria] that we are looking at that are going to weigh differently?

Answer: Weight/points for criteria will not be disclosed.

Question: Are you looking for access outside the Cobb County network, or only within Cobb County?

Answer: We may need to remote in so both.

Question: With the LIMS program are you looking to provide the ability to send out results that need to be viewed through secure log-ins?

Answer: We would like for our results to be accessible to the parties who are requesting tests through a secured log-in. Currently, we email results.

Question: Do you want agency access for customers and is there a minimum amount of log-ins you would need (e.g. Juvenile Court, would you need five or so)?

Answer: Yes. Our office provides results to numerous agencies and will require an unlimited number of log-ins.

*Question: Are there any other things you are looking to have?

Answer: We would like to tighten the chain of custody procedures with a system utilizing barcodes. We would like to have the availability to create barcodes for the Drug Screen Techs and have a scanning system in place to better track which techs are conducting each step of the testing process.

Question: Are you looking at the cost of ownership over the bidding period or cost per test?

Answer: Cost will be evaluated based on the per test/per kit pricing on the Bid Form.

Question: How are you going to evaluate cost?

Answer: Cost will be evaluated based on the per test/per kit pricing on the Bid Form.

*Question: Are you looking at different vendors for assays?

Answer: We are looking for one vendor to provide the analyzer and the assays. However, if the selected vendor's assays cannot perform within the court-required guidelines, the County might select another vendor.

Question: When looking at reagent price, are you looking at across the board testing as if one company had 3,000 tests and another has 6,000 tests per kit?

Answer: The Bid Form requests the number of tests per kit and the County will take this into consideration when evaluating Cost.

Question: Would you like EDDP assay to be listed as well as any other assays we might have that you have not listed?

Answer: Yes. A Blank section has been provided on the Bid Form for this purpose.

Question: Do you want to see a 680 versus the 480?

Answer: Vendors may propose alternates per the specifications.

PRE- PROPOSAL CONFERENCE

Sealed Bid # 17-6201
 Request for Proposal
 Lease through Reagent Purchase of Analyzer for Drug Lab
 October 10, 2016

REPRESENTATIVE NAME	COMPANY NAME & COMPLETE ADDRESS	PHONE (INCLUDE AREA CODE)	E-MAIL ADDRESS
Stephanie Brice	Cobb County Purchasing	(770) 528-8400	purchasing@Cobbcounty.org
Lisa Chao	Cobb Superior Drug Lab	770-528-1820	lisa.chao@cobbcounty.org
Nicole Lehner	Cobb Superior Ct. Admin	770-528-1892	Nicole.Lehner@CobbCounty.org
Steven Hastings	Cobb Superior Ct Admin	770 528 1520	Steven.hastings@cobbcounty.org
Shobhan Keeton	Siemens	256-693-9544	shobhana.Keeton@siemens.com
Ben Merigold	Siemens	262-226-9078	Ben.Merigold@siemens.com

*Please note that contact information provided to a government agency may be subject to public release as required by Georgia's open records law.