



COUNTY OF SAN LUIS OBISPO
DEPARTMENT OF GENERAL SERVICES

COUNTY GOVERNMENT CENTER • SAN LUIS OBISPO, CALIFORNIA 93408 • (805) 781-5200

DUANE P LEIB, DIRECTOR

**REQUEST FOR PROPOSAL PS- #906
DRUG TEST KITS**

August 24, 2006

The County of San Luis Obispo is currently soliciting proposals for Drug Test Kits for various County departments.

Each proposal shall specify each and every item as set forth in the attached specifications. Any and all exceptions must be clearly stated in the proposal. Failure to set forth any item in the specifications without taking exception, may be grounds for rejection. The County of San Luis Obispo reserves the right to reject all proposals and to waive any informalities.

If your firm is interested and qualified, please submit four [4] copies of your proposal by 5 p.m. on September 21, 2006 to:

County of San Luis Obispo
Barbara Adams, Central Services
1087 Santa Rosa Street
San Luis Obispo, CA 93408

If you have any questions about the proposal process, please contact me. For technical questions and information contact Supervising Deputy Probation Officer, Dan Match at (805) 781-4665.

BARBARA ADAMS
Buyer - Central Services Division
beadams@co.slo.ca.us

TO: ALL PROSPECTIVE PROPOSERS
SUBJECT: LOCAL PROPOSERS PREFERENCE

The County of San Luis Obispo has established a local vendor preference. All informal and formal Request for Proposals for contracts will be evaluated with a 5% preference for local vendors. Note the following exceptions:

1. Those contracts which State Law or, other law or regulation precludes this local preference.
2. Public works construction projects.

A "local" vendor will be approved as such when, 1) It conducts business in an office with a physical location within the County of San Luis Obispo; 2) It holds a valid business license issued by the County or a city within the County; and 3) Business has been conducted in such a manner for not less than six (6) months prior to being able to receive the preference.

As of March 3, 1994 individual County Buyers evaluate RFP's (Request For Proposals) considering the local vendor preference described above. The burden of proof will lie with proposers relative to verification of "local" vendor preference. Should any questions arise, please contact a buyer at (805) 781-5200. All prospective proposers are encouraged to quote the lowest prices at which you can furnish the items or services listed in County proposals.

	YES	NO
Do you claim local vendor preference?		
Do you conduct business in an office with a physical location within the County of San Luis Obispo?		
Business Address: _____ _____		
Years at this Address: _____		
Does your business hold a valid business license issued by the County or a City within the County?		
Name of Local Agency which issued license: _____		

Business Name: _____

Authorized Individual: _____ Title: _____

Signature: _____ Dated: _____

PROPOSAL SUBMITTAL AND SELECTION

1. All proposals, consisting of four, (4) copies must be received by mail, recognized carrier, or hand delivered no later than 5 p.m. on September 21, 2006. Late proposals will not be considered.
2. All correspondence should be directed to:

San Luis Obispo County
Department of General Services
1087 Santa Rosa Street
San Luis Obispo, CA 93408
ATTENTION: Barbara Adams
Telephone: 805-781-5906
3. Costs of preparation of proposals will be borne by the proposer.
4. It is preferred that all proposals be submitted on recycled paper, printed on two sides.
5. Selection of qualified proposers will be by an approved County procedure for awarding professional contracts.
6. This request does not constitute an offer of employment or to contract for services.
7. The County reserves the option to reject any or all proposals, wholly or in part, received by reason of this request.
8. The County reserves the option to retain all proposals, whether selected or rejected.
9. All proposals shall remain firm for sixty, (60) days following closing date for receipt of proposals.
10. The County reserves the right to award the contract to the firm who presents the proposal which in the judgment of the County, best accomplishes the desired results, and shall include, but not be limited to a consideration of the professional service fee.
11. Selection will be made on the basis of the proposals as submitted. The Selection Committee may deem it necessary to interview applicants. The County retains the right to interview applicants as part of the selection process.
12. The proceedings of the Selection Committee are confidential. Members of the Selection Committee are not to be contacted by the proposers. All communication between proposer and the County shall be through Barbara Adams.

PROPOSAL FORMAT

A qualifying proposal must address all of the following points:

1. Project Title
2. Applicant or Firm Name
3. Firm Qualifications
 - a. Type of organization, size, professional registration and affiliations.
 - b. Names and qualifications of personnel to be assigned to this project.
 - c. Outline of recent projects completed that are directly related to this project. Consultant is required to demonstrate specific design and project expertise relating to the requirements of the Project Scope.
 - d. Qualifications of consultants, subcontractors, or joint venture firm, if appropriate.
 - e. Client references from recent related projects, including name, address and phone number of individual to contact for referral.
4. Understanding of and Approach to the Project
 - a. Summary of approach to be taken.
 - b. Description of the organization and staffing to be used for the project.
 - c. Indication of information and participation the proposer will require from County staff.
 - d. Indication of time frame necessary to complete the plan review once a Notice to Proceed is issued.
5. Fees
 - a. Propose total fixed fees to complete project as described under Project Scope.

SCOPE: Various departments of San Luis Obispo County currently issue an approximate total of 17,025 urine samples per year for the detection of drugs of abuse. This requires the purchase of kits as well as the processing and reporting of results as required by Federal Regulations. The County is seeking proposals from qualified vendors for the provision of these supplies, as needed. No guarantee of usage, whether lesser or greater, is given.

TERM: The term of this agreement shall commence on approximately October 1, 2006 and shall continue through June 30, 2008. County and vendor may extend the term of this contract for three (3) additional one (1) year periods upon mutual written consent. Either party may cancel this agreement on thirty (30) days written notice. Due cause for termination by the County shall be, but not limited to, failure to deliver within a reasonable time period, failure of the product(s) to meet specifications and/or reasons of unsatisfactory service.

LABORATORY SERVICES: It is the County's intent to utilize the office of the San Luis Obispo County Sheriff-Coroner as the primary source for testing services for the confirmation and reconfirmation of positive results.

SUPPLIES: Proposals must clearly state the type and cost of supplies the vendor can supply. Additional charges associated with the provision of supplies, including costs for shipping supplies, must be specified. Supplies include Test Cup, Shipping Cup, Security Seal, Label and Shipping Charges.

ADULTERATION TESTS: Testing for adulterants may be necessary. Proposers should include in their Proposals information describing the products, availability, and pricing of adulterant tests.

QUALIFICATIONS: Vendors responding to the Request for Proposal must include a Statement of Qualifications. Describe technical assistance that your firm provides for technical questions and clarifications.

REFERENCES: Proposers shall provide a minimum of three (3) client references for similar agencies to which the vendor has, within the past twenty-four months, provided similar products or services, including contact names, addresses and telephone numbers. References may be a part of the evaluation.

SAMPLES: One sample of each product being offered must accompany vendor's proposal. Label samples that clearly identify the data elements which need to be captured should also be provided. All samples will be considered as furnished free to the County, and no samples will be returned to proposers. The County will have the sole right to determine if the products offered are acceptable.

FINALISTS: Vendors selected as finalists may be required to furnish free to the County an additional number of tests, approximately 50 to 100 ea., for "proof of performance" field tests. Samples, if requested, must be provided within seven (7) working days of request. All samples will be considered as furnished free to the County and no samples will be returned to vendors.

PRICING: Prices offered shall be firm for the initial contract period beginning approximately October 1, 2006 and ending June 30, 2008. A price increase may be allowed for each option period as the result of:

1. Manufacturer or Supplier price increases in the product(s) offered;
2. Governmental or regulatory agency increases to the trade;
3. National Average Consumer Price Index (CPI-U) increases as published by the United States Department of Labor.

Any request for a price increase must be substantiated with documentation from the vendor, a manufacturer, supplier, or governmental agency and must be submitted in writing at least (30) days prior to the effective date of the increase. Overall increases of greater than 3% from prior year prices will not normally be allowed.

AWARD: It is intended that award will be made on an overall basis to one vendor. However, award will be made to realize the greatest savings to the County. Award will be made on the basis of the vendor's overall proposal. Criteria shall include; quality and scope of products and services offered, cost, qualifications of the vendor, references, along with other factors.

TERMINATION FOR NON-APPROPRIATIONS: The County's obligation to pay any amounts due for those fiscal periods succeeding the current fiscal period are contingent upon legislative appropriation or approval of funds for that purpose. Therefore, the County may terminate this agreement with respect to not less than the entire term effective as of the end of any of its succeeding fiscal periods by giving sixty (60) days prior written notice of the termination and establishing a termination date.

All obligations of County to make payments due after the termination date will cease. Notwithstanding the foregoing, County agrees to (I) not terminate this agreement under this provision if any funds are appropriated to perform the services of this agreement (except as specified in Specifications under "**Term**") and (II) that County will use its best efforts to obtain appropriation of the necessary funds to avoid termination of this agreement.

SPECIFICATIONS

1. Training must be provided by the Vendor of the products at no charge to the Department and training video tapes or other training resources, acceptable to the Department, shall be provided to each Department location at no charge.
2. Tests must be cleared by the US Food and Drug Administration for commercial distribution with active 510K notification document.
3. Test must be self-contained, and individually packaged by specific analyte for the following drugs: amphetamine, methamphetamine, cocaine, morphine (opiates), THC and PCP.
4. Tests must be completely portable, individually wrapped for transportation and testing in any location. Test must be delivered complete without any assembly required, and must incorporate the collection container and testing device in one integrated unit. Price quoted should include all applicable handling, packaging and shipping charges.
5. Vendor must indicate if the test cup offered can measure for temperature of sample.
6. Test must be able to be used to send a presumptive positive sample to a laboratory for confirmation testing. Securing of the sample contents must be with the container used for testing without transfer to another container.
7. Field tests must not require any mixing of reagents or pipetting of the urine sample.
8. Field tests must not require the use of a timing device.
9. There shall be a timing indicator on the field test to let operator know when to interpret results.
10. Field tests must be aggressive result tests with both negative and positive test results available within five (5) minutes once the test has been started.
11. Field tests results must be able to be interpreted for up to fifteen (15) minutes after completion.
12. Acceptable cut-offs for results should follow the APPA and/or CAP (College of American Pathologists) guidelines:

Amphetamines	1000 ng/ml
Methamphetamine	500 ng/ml
Cocaine	300 ng/ml
THC	50 ng/ml
Morphine (Opiates)	300*ng/ml

*APPA guidelines

13. Tests must have a minimum ability to test for Ecstasy (MDMA) and Benzodiazepines. These tests may be included in a panel or offered as a specialized, separate test.
14. Tests must be stored at room temperature, with a minimum shelf life of twelve (12) months from date of delivery.
15. Tests results must be easy to read and interpret, without need for subjective interpretation.
16. Tests must be highly accurate and reliable with performance data similar to GC/MS.
17. Tests must not require any pretreatment of the urine sample.
18. Tests must not be affected by abnormal urine pH levels.
19. Technical support must be available for cross-reactivity interpretation, accuracy, and sensitivity.

Proposers must include this page in their response.

	ESTIMATED USAGE	UNITS PER PKG	TOTAL # OF PKGS	DRUG TEST KITS	PRICE PER PACKAGE	EXTENDED COST
1	15,375 Each			In vitro diagnostic test multi-screen test for the detection of Amphetamines (Meth), Cocaine, THC, and Opiates in human urine. Designed for use in the field, and to give immediate presumptive results.		
2	1,650 Each			In vitro diagnostic test multi-screen test for the detection of Amphetamines (Meth), Cocaine, THC, Opiates and Benzodiazepines in human urine. Designed for use in the field, and to give immediate presumptive results.		
Total						

Please include in your Proposal product information for additional single drug tests as well as other multi-screen tests available, with prices.

Prompt Payment Discount: _____

Terms of Sale: _____

Authorized Official Title (Print): _____

Authorized Official Name (Print): _____

Signature: _____ Date: _____

Firm Name: _____

Address: _____

City _____ State _____ Zip Code: _____

Telephone _____ Fax _____

PROPOSALS MUST BE RECEIVED BY 5:00 PM, SEPTEMBER 21, 2006