

City of Rocky Mount Addendum 1	
Refer <i>ALL</i> inquiries regarding this RFP to: Ramona Plemmer Senior Purchasing Technician	RFP #320-300622RP
	RFP Due Date: 7/25/2022 4:00 PM
	Contract Type: Professional Services

FAILURE TO RETURN THIS ADDENDUM IN ACCORDANCE WITH INSTRUCTIONS MAY SUBJECT YOUR BID TO REJECTION ON THE AFFECTED ITEM(S):

SCHEDULE REMINDER:

Event	Responsibility	Date and Time
Issue RFP	City	Tuesday 7/12/2022
Submit Written Questions	Vendor	Friday 7/15/2022
Provide Response to Questions/Addendum Deadline	City	Monday 7/18/2022
Submit Proposals	Vendor	Monday 7/25/2022 4:00 pm
Contract Award	City	TBD
Contract Effective Date	City	TBD

Questions and Answers

1.0 Purpose and Background, page 4–Are there any special circumstances or “hot bottoms” of which we should be aware?

- *No*

Consulting Services, page 14–What kind of relationship do you want with your outside counsel?

- *Good communication such as email updates and phone calls as needed.*

3.3 Proposal Evaluation Process, page 8– Will oral presentation be virtual or face to face?

- *Virtual will be fine.*

2.3 RFP Schedule, page 5 – When is the effective date?

- *Current contract ends August 31, 2022.*

2.3 RFP Schedule, page 5 – Any update on a possible contract award?

- *No.*

Breath-Alcohol Testing –Where can we find information on DOT approved Evidential Breath Testing device?

- *U.S. Department of Transportation website.*

Who is your current TPA/provider(s) managing this drug testing program & SAMHSA LAB conducting the urine testing?

- ***Eastern Carolina Drug Testing Co., Inc.***

What current walk-in clinics do you use, and what are their hours?

- ***FastMed 8am-8pm M-F, Sat and Sun 8am-4pm.*** Are the current hours satisfactory to the City's needs? ***Yes.*** How are clinics outside the City located and contracted with, to allow City employees/applicants to test at those facilities closest to where the need is? ***All testing is conducted in facilities in Rocky Mount.***

How / Where might we obtain the current contract / pricing for these services being requested, or you could provide the current price sheet from the current contract?

- ***\$70,000 was spent on drug testing and background checks***

How often has "onsite" (at City facilities) events occurred, and are these scheduled or post-accident situations? How many donors are present for scheduled onsite?

- ***We currently do not provide onsite testing; however, it is something that may be considered.***

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

- ***The current agreement has been in place for several years and ends August 31, 2022. We wanted to explore our options with a formal contract.***

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? In other words, do you have a "wish list" of any additional services/features/expectations moving forward?

- ***It would be great if the facility not only provided drug testing but also conduct pre-employment and DOT physicals.***

Being this RFP is soliciting DOT testing services, would the City be interested in price quotes on other required DOT services, like: DOT Physicals, submission of Full/Limited Queries to FMCSA Clearinghouse, Background checks, or MVRs? Or are these services on other contracts?

- ***There would be interest in DOT Physicals, submission of Full/Limited Queries to FMCSA Clearinghouse, Background checks, and MVRs***

Would the City have interest in utilizing the ELECTRONIC CCF AND LONG FORM for collection needs, to reduce collector errors on paper CCFs, or the need to continuously order more when supplies run low?

- ***Yes***

For attachment B, do we need to print these instructions and include with proposal back to you?

- ***No.***

For attachment C, do all we have to do is check off the indication box on page 18?

- ***Yes.***

For attachment D, do we simply answer questions a & b on page 18, or is there an additional document that needs to be printed off your website?

- ***Simply answer.***