

COUNTY OF FRESNO
REQUEST FOR QUOTATION
NUMBER: 992-5336

CLINICAL LAB TESTS

March 2, 2015

ORG/Requisition: 56201650/ 5621500718

PURCHASING USE
hrs

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IMPORTANT: SUBMIT QUOTATION IN SEALED PACKAGE WITH QUOTATION NUMBER, CLOSING DATE AND BUYER'S NAME MARKED CLEARLY ON THE OUTSIDE TO:

COUNTY OF FRESNO, Purchasing
4525 EAST HAMILTON AVENUE, 2nd Floor
FRESNO, CA 93702-4599

CLOSING DATE OF BID WILL BE AT 2:00 P.M., ON APRIL 1, 2015.

QUOTATIONS WILL BE CONSIDERED LATE WHEN THE OFFICIAL PURCHASING TIME CLOCK READS 2:00 P.M.

All quotation information will be available for review after contract award.

Clarification of specifications is to be directed to: Debbie Scharnick, e-mail countypurchasing@co.fresno.ca.us, phone (559) 600-7111, FAX (559) 600-7126.

GENERAL CONDITIONS: See "County Of Fresno Purchasing Standard Instructions And Conditions For Request For Proposals (RFP'S) and Requests for Quotations (RFQ'S)" attached. Check County of Fresno Purchasing's Open Solicitations website at <https://www2.co.fresno.ca.us/0440/Bids/BidsHome.aspx> for RFQ/RFP documents and changes.

BIDDER TO COMPLETE

UNDERSIGNED AGREES TO FURNISH THE COMMODITY OR SERVICE STIPULATED IN THE ATTACHED QUOTATION SCHEDULE AT THE PRICES AND TERMS STATED, SUBJECT TO THE "COUNTY OF FRESNO PURCHASING STANDARD INSTRUCTIONS AND CONDITIONS FOR REQUEST FOR PROPOSALS (RFP'S) AND REQUESTS FOR QUOTATIONS (RFQ'S)" ATTACHED.

Except as noted on individual items, the following will apply to all items in the Quotation Schedule.

1. Complete delivery will be made within _____ calendar days after receipt of Order.
2. A cash discount _____ % _____ days will apply.

COMPANY _____

ADDRESS _____

CITY _____

STATE _____

ZIP CODE _____

() _____

() _____

TELEPHONE NUMBER

FACSIMILE NUMBER

E-MAIL ADDRESS _____

SIGNED BY _____

PRINT NAME _____

TITLE _____

COUNTY OF FRESNO PURCHASING

STANDARD INSTRUCTIONS AND CONDITIONS FOR REQUESTS FOR PROPOSALS (RFP'S) AND REQUESTS FOR QUOTATIONS (RFQ'S)

Note: the reference to "bids" in the following paragraphs applies to RFP's and RFQ's

GENERAL CONDITIONS

By submitting a bid the bidder agrees to the following conditions. These conditions will apply to all subsequent purchases based on this bid.

1. BID PREPARATION:

- A) All prices and notations must be typed or written in ink. No erasures permitted. Errors may be crossed out, initialed and corrections printed in ink by person signing bid.
- B) Brand Names: Brand names and numbers when given are for reference. Equal items will be considered, provided the offer clearly describes the article and how it differs from that specified. In the absence of such information it shall be understood the offering is exactly as specified.
- C) State brand or make of each item. If bidding on other than specified, state make, model and brand being bid and attach supporting literature/specifications to the bid.
- D) Bid on each item separately. Prices should be stated in units specified herein. All applicable charges must be quoted; charges on invoice not quoted herein will be disallowed.
- E) Time of delivery is a part of the consideration and must be stated in definite terms and must be adhered to. F.O.B. Point shall be destination or freight charges must be stated.
- F) All bids must be dated and signed with the firm's name and by an authorized officer or employee.
- G) Unless otherwise noted, prices shall be firm for one hundred eighty (180) days after closing date of bid.

2. SUBMITTING BIDS:

- A) Each bid must be submitted on forms provided in a sealed envelope/package with bid number and closing date and time on the outside of the envelope/package.
- B) Interpretation: Should any discrepancies or omissions be found in the bid specifications or doubt as to their meaning, the bidder shall notify the Buyer in writing at once. The County shall not be held responsible for verbal interpretations. Questions regarding the bid must be received by Purchasing stated within this document. All addenda issued shall be in writing, duly issued by Purchasing and incorporated into the contract.
- C) ISSUING AGENT/AUTHORIZED CONTACT: This RFP/RFQ has been issued by County of Fresno, Purchasing. Purchasing shall be the vendor's sole point of contact with regard to the RFP/RFQ, its content, and all issues concerning it.

All communication regarding this RFP/RFQ shall be directed to an authorized representative of County Purchasing. The specific buyer managing this RFP/RFQ is identified on the cover page, along with

his or her telephone number, and he or she should be the primary point of contact for discussions or information pertaining to the RFP/RFQ. Contact with any other County representative, including elected officials, for the purpose of discussing this RFP/RFQ, its content, or any other issue concerning it, is prohibited unless authorized by Purchasing. Violation of this clause, by the vendor having unauthorized contact (verbally or in writing) with such other County representatives, may constitute grounds for rejection by Purchasing of the vendor's quotation.

The above stated restriction on vendor contact with County representatives shall apply until the County has awarded a purchase order or contract to a vendor or vendors, except as follows. First, in the event that a vendor initiates a formal protest against the RFP/RFQ, such vendor may contact the appropriate individual, or individuals who are managing that protest as outlined in the County's established protest procedures. All such contact must be in accordance with the sequence set forth under the protest procedures. Second, in the event a public hearing is scheduled before the Board of Supervisors to hear testimony prior to its approval of a purchase order or contract, any vendor may address the Board.

- D) Bids received after the closing time will NOT be considered.
- E) Bidders are to bid what is specified or requested first. If unable to or unwilling to, bidder may bid alternative or option, indicating all advantages, disadvantages and their associated cost.

3. FAILURE TO BID:

- A) If not bidding, return bid sheet and state reason for no bid or your name may be removed from mailing list.

4. TAXES, CHARGES AND EXTRAS:

- A) County of Fresno is subject to California sales and/or use tax (8.225%). Please indicate as a separate line item if applicable.
- B) **DO NOT** include Federal Excise Tax. County is exempt under Registration No. 94-73-03401-K.
- C) County is exempt from Federal Transportation Tax. Exemption certificate is not required where shipping papers show consignee as County of Fresno.
- D) Charges for transportation, containers, packing, etc. will not be paid unless specified in bid.

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5. W-9 – REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION & CALIFORNIA FORM 590 WITHHOLDING EXEMPTION CERTIFICATE:

Upon award of bid, the vendor shall submit to County Purchasing, a completed IRS Form W-9 - Request for Taxpayer Identification Number and Certification and a California Form 590 Withholding Exemption Certificate if not currently a County of Fresno approved vendor.

6. AWARDS:

- A) Award(s) will be made to the most responsive responsible bidder; however, the Fresno County Local Vendor Preference and/or the Disabled Veteran Business Enterprise Preference shall take precedence when applicable. Said Preferences apply only to Request for Quotations for materials, equipment and/or supplies only (no services); the preference do not apply to Request for Proposals. RFQ evaluations will include such things as life-cycle cost, availability, delivery costs and whose product and/or service is deemed to be in the best interest of the County. The County shall be the sole judge in making such determination.
- B) Unless bidder gives notice of all-or-none award in bid, County may accept any item, group of items or on the basis of total bid.
- C) The County reserves the right to reject any and all bids and to waive informalities or irregularities in bids.
- D) Award Notices are tentative: Acceptance of an offer made in response to this RFP/RFQ shall occur only upon execution of an agreement by both parties or issuance of a valid written Purchase Order by Fresno County Purchasing.
- E) After award, all bids shall be open to public inspection. The County assumes no responsibility for the confidentiality of information offered in a bid.

7. TIE BIDS:

All other factors being equal, the contract shall be awarded to the Fresno County vendor or, if neither or both are Fresno County vendors, it may be awarded by the flip of a coin in the presence of witnesses or the entire bid may be rejected and re-bid. If the General Requirements of the RFQ state that they are applicable, the provisions of the Fresno County Local Vendor Preference shall take priority over this paragraph.

8. PATENT INDEMNITY:

The vendor shall hold the County, its officers, agents and employees, harmless from liability of any nature or kind, including costs and expenses, for infringement or use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in connection with this bid.

9. SAMPLES:

Samples, when required, must be furnished and delivered free and, if not destroyed by tests, will upon written request (within thirty (30) days of bid closing date) be returned at the bidder's expense. In the absence of such notification, County shall have the right to dispose of the samples in whatever manner it deems appropriate.

10. RIGHTS AND REMEDIES OF COUNTY FOR DEFAULT:

- A) In case of default by vendor, the County may procure the articles or service from another source and may recover the cost difference and related expenses occasioned thereby from any unpaid balance due

the vendor or by proceeding against performance bond of the vendor, if any, or by suit against the vendor. The prices paid by the County shall be considered the prevailing market price at the time such purchase is made.

- B) Articles or services, which upon delivery inspection do not meet specifications, will be rejected and the vendor will be considered in default. Vendor shall reimburse County for expenses related to delivery of non-specified goods or services.
- C) Regardless of F.O.B. point, vendor agrees to bear all risks of loss, injury or destruction to goods and materials ordered herein which occur prior to delivery and such loss, injury or destruction shall not release vendor from any obligation hereunder.

11. DISCOUNTS:

Terms of less than fifteen (15) days for cash payment will be considered as net in evaluating this bid. A discount for payment within fifteen (15) days or more will be considered in determining the award of bid. Discount period will commence either the later of delivery or receipt of invoice by the County. Standard terms are Net forty-five (45) days.

12. SPECIAL CONDITIONS IN BID SCHEDULE SUPERSEDE GENERAL CONDITIONS:

The "General Conditions" provisions of this RFP/RFQ shall be superseded if in conflict with any other section of this bid, to the extent of any such conflict.

13. SPECIAL REQUIREMENT:

With the invoice or within twenty-five (25) days of delivery, the seller must provide to the County a Material Safety Data Sheet for each product, which contains any substance on "The List of 800 Hazardous Substances", published by the State Director of Industrial Relations. (See Hazardous Substances Information and Training Act. California State Labor Code Sections 6360 through 6399.7.)

14. RECYCLED PRODUCTS/MATERIALS:

Vendors are encouraged to provide and quote (with documentation) recycled or recyclable products/materials which meet stated specifications.

15. YEAR COMPLIANCE WARRANTY:

Vendor warrants that any product furnished pursuant to this Agreement/order shall support a four-digit year format and be able to accurately process date and time data from, into and between the twentieth and twenty-first centuries, as well as leap year calculations. "Product" shall include, without limitation, any piece or component of equipment, hardware, firmware, middleware, custom or commercial software, or internal components or subroutines therein. This warranty shall survive termination or expiration of this Agreement.

In the event of any decrease in product functionality or accuracy related to time and/or date data related codes and/or internal subroutines that impede the product from operating correctly using dates beyond December 31, 1999, vendor shall restore or repair the product to the same level of functionality as warranted herein, so as to minimize interruption to County's ongoing business process, time being of the essence. In the event that such warranty compliance requires the acquisition of additional programs, the expense for any such associated or additional acquisitions, which may be required, including, without limitation, data conversion tools, shall be borne exclusively by vendor. Nothing in this warranty shall be construed to limit any rights or remedies the County may otherwise have under this Agreement with respect to defects other than year performance.

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16. PARTICIPATION:

Bidder may agree to extend the terms of the resulting contract to other political subdivision, municipalities and tax-supported agencies.

Such participating Governmental bodies shall make purchases in their own name, make payment directly to bidder, and be liable directly to the bidder, holding the County of Fresno harmless.

17. CONFIDENTIALITY:

All services performed by vendor shall be in strict conformance with all applicable Federal, State of California and/or local laws and regulations relating to confidentiality, including but not limited to, California Civil Code, California Welfare and Institutions Code, Health and Safety Code, California Code of Regulations, Code of Federal Regulations.

Vendor shall submit to County's monitoring of said compliance.

Vendor may be a business associate of County, as that term is defined in the "Privacy Rule" enacted by the Health Insurance Portability and Accountability Act of 1996 (HIPAA). As a HIPAA Business Associate, vendor may use or disclose protected health information ("PHI") to perform functions, activities or services for or on behalf of County as specified by the County, provided that such use or disclosure shall not violate HIPAA and its implementing regulations. The uses and disclosures if PHI may not be more expansive than those applicable to County, as the "Covered Entity" under HIPAA's Privacy Rule, except as authorized for management, administrative or legal responsibilities of the Business Associate.

Vendor shall not use or further disclose PHI other than as permitted or required by the County, or as required by law without written notice to the County.

Vendor shall ensure that any agent, including any subcontractor, to which vendor provides PHI received from, or created or received by the vendor on behalf of County, shall comply with the same restrictions and conditions with respect to such information.

18. APPEALS:

Appeals must be submitted in writing within seven (7) working days after notification of proposed recommendations for award. A "Notice of Award" is not an indication of County's acceptance of an offer made in response to this RFP/RFQ. Appeals should be submitted to County of Fresno Purchasing, 4525 E. Hamilton Avenue, Fresno, California 93702-4599. Appeals should address only areas regarding RFP contradictions, procurement errors, quotation rating discrepancies, legality of procurement context, conflict of interest, and inappropriate or unfair competitive procurement grievance regarding the RFP/RFQ process.

Purchasing will provide a written response to the complainant within seven (7) working days unless the complainant is notified more time is required.

If the protesting bidder is not satisfied with the decision of Purchasing, he/she shall have the right to appeal to the Purchasing Agent/CAO within seven (7) business days after Purchasing's notification; except if, notified to appeal directly to the Board of Supervisors at the scheduled date and time.

If the protesting bidder is not satisfied with Purchasing Agent/CAO's decision, the final appeal is with the Board of Supervisors.

19. OBLIGATIONS OF CONTRACTOR:

A) CONTRACTOR shall perform as required by the ensuing contract. CONTRACTOR also warrants on behalf of itself and all subcontractors engaged for the performance of the ensuing contract that only persons authorized to work in the United States pursuant to the Immigration Reform and Control Act of 1986 and other applicable laws shall be employed in the performance of the work hereunder.

B) CONTRACTOR shall obey all Federal, State, local and special district laws, ordinances and regulations.

20. AUDITS & RETENTION:

The Contractor shall maintain in good and legible condition all books, documents, papers, data files and other records related to its performance under this contract. Such records shall be complete and available to Fresno County, the State of California, the federal government or their duly authorized representatives for the purpose of audit, examination, or copying during the term of the contract and for a period of at least three (3) years following the County's final payment under the contract or until conclusion of any pending matter (e.g., litigation or audit), whichever is later. Such records must be retained in the manner described above until all pending matters are closed.

21. DISCLOSURE – CRIMINAL HISTORY & CIVIL ACTIONS:

Applies to Request for Proposal (RFP); does not apply to Request for Quotation (RFQ) unless specifically stated elsewhere in the RFQ document.

In their proposal, the bidder is required to disclose if any of the following conditions apply to them, their owners, officers, corporate managers and partners (hereinafter collectively referred to as "Bidder"):

- Within the three-year period preceding the proposal, they have been convicted of, or had a civil judgment rendered against them for:
 - o fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction;
 - o violation of a federal or state antitrust statute;
 - o embezzlement, theft, forgery, bribery, falsification, or destruction of records; or
 - o false statements or receipt of stolen property

Within a three-year period preceding their proposal, they have had a public transaction (federal, state, or local) terminated for cause or default.

22. DATA SECURITY:

Individuals and/or agencies that enter into a contractual relationship with the COUNTY for the purpose of providing services must employ adequate controls and data security measures, both internally and externally to ensure and protect the confidential information and/or data provided to contractor by the COUNTY, preventing the potential loss, misappropriation or inadvertent access, viewing, use or disclosure of COUNTY data including sensitive or personal client information; abuse of COUNTY resources; and/or disruption to COUNTY operations.

Individuals and/or agencies may not connect to or use COUNTY networks/systems via personally owned mobile, wireless or handheld devices unless authorized by COUNTY for telecommuting purposes and provide a secure connection; up to date virus protection and mobile devices must have the remote wipe feature enabled. Computers or computer peripherals including mobile storage devices may not be used (COUNTY or Contractor

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device) or brought in for use into the COUNTY's system(s) without prior authorization from COUNTY's Chief Information Officer and/or designee(s).

No storage of COUNTY's private, confidential or sensitive data on any hard-disk drive, portable storage device or remote storage installation unless encrypted according to advance encryption standards (AES of 128 bit or higher).

The COUNTY will immediately be notified of any violations, breaches or potential breaches of security related to COUNTY's confidential information, data and/or data processing equipment which stores or processes COUNTY data, internally or externally.

COUNTY shall provide oversight to Contractor's response to all incidents arising from a possible breach of security related to COUNTY's confidential client information. Contractor will be responsible to issue any notification to affected individuals as required by law or as deemed necessary by COUNTY in its sole discretion. Contractor will be responsible for all costs incurred as a result of providing the required notification.

23. PURCHASING LOCATION & HOURS:

Fresno County Purchasing is located at 4525 E. Hamilton Avenue (second floor), Fresno, CA 93702. Non-holiday hours of operation are Monday through Friday, 8:00 A.M. to 12:00 Noon and 1:00 P.M. to 5:00 P.M. PST; Purchasing is closed daily from 12:00 Noon to 1:00 P.M. The following holiday office closure schedule is observed:

January 1*	New Year's Day
Third Monday in January	Martin Luther King, Jr.'s Birthday
Third Monday in February	Washington - Lincoln Day
March 31*	Cesar Chavez' Birthday
Last Monday in May	Memorial Day
July 4*	Independence Day
First Monday in September	Labor Day
November 11*	Veteran's Day
Fourth Thursday in November	Thanksgiving Day
Friday following Thanksgiving	
December 25*	Christmas

* When this date falls on a Saturday, the holiday is observed the preceding Friday. If the date falls on a Sunday, the holiday is observed the following Monday.

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OVERVIEW

The County of Fresno is seeking a contractor to run a variety of clinical laboratory and toxicology tests for the different programs being administered by the Department of Public Health and the Department of Behavioral Health.

The contractor will be responsible for providing all needed supplies for specimen collection, collecting and picking up from the various sites. Services include, but are not limited to, supplies for specimen collections, phlebotomy services, specimen pick-up and delivery, laboratory testing, critical value reporting and timely response for STAT and routine laboratory orders. These services will be required for the operation of County of Fresno and metropolitan Fresno-Clovis sites as outlined in the SCOPE OF WORK SECTION

The RFQ consists of the following two parts:

I. GROUP I

Department of Public Health (DPH)

Clinical Laboratory Tests

II. GROUP II

Department of Behavioral Health (DBH)

Clinical Laboratory Tests and
Toxicology Tests

Bidders may bid on both Groups or they may choose to bid on only one Group. The contract may be awarded jointly or separately depending on the bids received and the advantage to the County.

BIDDING INSTRUCTIONS CONTRACT SERVICES

The County of Fresno is soliciting bids to establish an agreement(s) under which the successful bidder(s) will provide clinical laboratory tests for the Departments of Behavioral Health and Public Health.

LOCAL VENDOR PREFERENCE AND DISABLED VETERAN BUSINESS ENTERPRISE BID PREFERENCE: The Local Vendor Preference and Disabled Veteran Business Enterprise Preference **does not** apply to this Request for Quotation.

DEFINITIONS: The terms Bidder, Proposer, Contractor and Vendor are all used interchangeably and refer to that person, partnership, corporation, organization, agency, etc. which is offering the quotation and is identified on page one of this Request For Quotation (RFQ).

ISSUING AGENT: This RFQ has been issued by County of Fresno, Purchasing. Purchasing shall be the vendor's sole point of contact with regard to the RFQ, its content, and all issues concerning it.

INTERPRETATION OF RFQ: Vendors must make careful examination of the requirements, specifications and conditions expressed in the RFQ and fully inform themselves as to the quality and character of services required. If any person planning to submit a quotation finds discrepancies in or omissions from the RFQ or has any doubt as to the true meaning or interpretation, correction thereof may be requested at the scheduled Vendor Conference (see below). Any change in the RFQ will be made only by written addendum, duly issued by the County. The County will not be responsible for any other explanations or interpretations.

Questions may be submitted subsequent to the Vendor Conference, subject to the following conditions:

- a. Such questions are submitted in writing to County Purchasing by March 18, 2015 at 2:00 PM Cut-Off. Questions must be directed to the attention of the buyer identified on page one.
- b. Such questions are submitted with the understanding that County can respond only to questions it considers material in nature.

Questions shall be delivered to County of Fresno Purchasing, 4525 E. Hamilton Avenue, Fresno, CA 93702, faxed to (559) 600-7126, or E-Mail: dscharnick@co.fresno.ca.us If faxing, the bidder must confirm receipt, by phone, within one-half (1/2) hour of transmission.

NOTE: The bidder is encouraged to submit all questions at the Vendor Conference. Time limitations can prevent a response to questions submitted after the conference.

AWARD: Award will be made to the vendor(s) offering the services, products, prices, delivery, equipment and system deemed to be to the best advantage of the County. The County shall be the sole judge in making such determination. Award Notices are tentative: Acceptance of an offer made in response to this RFQ shall occur only upon execution of an agreement by both parties or issuance of a valid written Purchase Order by Fresno County Purchasing.

RIGHT TO REJECT BIDS: The County reserves the right to reject any and all bids and to waive informalities or irregularities in bids.

AUTHORIZED CONTACT: All communication regarding this RFQ shall be directed to an authorized representative of County Purchasing. The specific buyer managing this RFQ is identified on the cover page, along with his or her telephone number, and he or she should be the primary point of contact for discussions or information pertaining to the RFQ. Contact with any other County representative, including elected officials, for the purpose of discussing this RFQ, its content, or any other issue concerning it, is prohibited unless authorized by Purchasing. Violation of this clause, by the vendor having unauthorized contact (verbally or in writing) with such other County representatives, may constitute grounds for rejection by Purchasing of the vendor's quotation.

The above stated restriction on vendor contact with County representatives shall apply until the County has awarded a purchase order or contract to a vendor or vendors, except as follows. First, in the event that a vendor initiates a formal protest against the RFQ, such vendor may contact the appropriate individual, or individuals who are managing that protest as outlined in the County's established protest procedures. All such contact must be in accordance with the sequence set forth under the protest procedures. Second, in the event a public hearing is scheduled before the Board of Supervisors to hear testimony prior to its approval of a purchase order or contract, any vendor may address the Board.

VENDOR CONFERENCE: On March 11, 2015 at 10:00 AM, a vendor's conference will be held in which the scope of the project and quotation requirements will be explained. The meeting will be held at the office of County of Fresno Purchasing, 4525 E. Hamilton (between Cedar and Maple), 2nd Floor, Fresno, California. Minutes will be prepared and distributed to all bidders only if necessary to clarify substantive items raised during the bidders' conference.

Bidders are to contact Debbie Scharnick at County of Fresno Purchasing, (559) 600-7111, if they are planning to attend the conference.

NUMBER OF COPIES: Submit **one (1) original and three (3) copies** of your quotation no later than the quotation closing date and time as stated on the front of this document to County of Fresno Purchasing. Each copy to be identical to the original, include all supporting documentation (i.e. literature, brochures, reports, schedules etc.). The cover page of each quotation is to be appropriately marked "Original" or "Copy".

FIRM QUOTATION: All quotations shall remain firm for at least ninety (90) days.

TAXES: The quoted amount must include all applicable taxes. If taxes are not specifically identified in the quotation it will be assumed that they are included in the total quoted.

SALES TAX: Fresno County pays California State Sales Tax in the amount of 8.225% regardless of vendor's place of doing business.

TAXES, PERMITS & FEES: The successful bidder shall pay for and include all federal, state and local taxes direct or indirect upon all materials; pay all fees for, and obtain all necessary permits and licenses, unless otherwise specified herein.

VENDOR ASSISTANCE: Successful bidder shall furnish, at no cost to the County, a representative to assist County departments in determining their product requirements

MINOR DEVIATIONS: The County reserves the right to negotiate minor deviations from the prescribed terms, conditions and requirements with the selected vendor.

QUOTATION REJECTION: Failure to respond to all questions or not to supply the requested information could result in rejection of your quotation.

BIDDERS' LIABILITIES: County of Fresno will not be held liable for any cost incurred by vendors in responding to the RFQ.

PRICE RESPONSIBILITY: The selected vendor will be required to assume full responsibility for all services and activities offered in the quotation, whether or not they are provided directly. Further, the County of Fresno will consider the selected vendor to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract. The contractor may not subcontract or transfer the contract, or any right or obligation arising out of the contract, without first having obtained the express written consent of the County.

PRICES: Bidder agrees that prices quoted are a maximum for the contract period, and in the event of a price decline such lower prices shall be extended to the County of Fresno. Prices shall be quoted F.O.B. destination

CONFIDENTIALITY: Bidders shall not disclose information about the County's business or business practices and safeguard confidential data which vendor staff may have access to in the course of system implementation.

NEWS RELEASE: Vendors shall not issue any news releases or otherwise release information to any third party about this RFQ or the vendor's quotation without prior written approval from the County of Fresno.

BACKGROUND REVIEW: The County reserves the right to conduct a background inquiry of each proposer/bidder which may include collection of appropriate criminal history information, contractual and business associations and practices, employment histories and reputation in the business community. By submitting a quotation/bid to the County, the vendor consents to such an inquiry and agrees to make available to the County such books and records the County deems necessary to conduct the inquiry.

EXCEPTIONS: Identify with explanation, any terms, conditions, specifications or stipulations of the RFQ with which you CAN NOT or WILL NOT comply.

ADDENDA: In the event that it becomes necessary to revise any part of this RFQ, addenda will be provided to all agencies and organizations that receive the basic RFQ.

SUBCONTRACTORS: If a subcontractor is proposed, complete identification of the subcontractor and his tasks shall be provided. The primary contractor is not relieved of any responsibility by virtue of using a subcontractor.

CONFLICT OF INTEREST: The County shall not contract with, and shall reject any bid or quotation submitted by the persons or entities specified below, unless the Board of Supervisors finds that special circumstances exist which justify the approval of such contract:

1. Employees of the County or public agencies for which the Board of Supervisors is the governing body.
2. Profit-making firms or businesses in which employees described in Subsection (1) serve as officers, principals, partners or major shareholders.

3. Persons who, within the immediately preceding twelve (12) months, came within the provisions of Subsection (1), and who were employees in positions of substantial responsibility in the area of service to be performed by the contract, or participated in any way in developing the contract or its service specifications.
4. Profit-making firms or businesses in which the former employees described in Subsection (3) serve as officers, principals, partners or major shareholders.
5. No County employee whose position in the County enables him to influence the selection of a contractor for this RFQ, or any competing RFQ, and no spouse or economic dependent of such employee, shall be employees in any capacity by a bidder, or have any other direct or indirect financial interest in the selection of a contractor.

INVOICING: All invoices are to be delivered in duplicate to the ordering department. Each invoice shall reference the purchase order or contract no. The contractor shall obtain the "invoice to" address when receiving the order.

PAYMENT: County will make partial payments for all purchases made under the contract/purchase order and accumulated during the month.

CONTRACT TERM: It is County's intent to contract with the successful bidder for a term of three (3) years.

RENEWAL: Agreement may be renewed for a potential of two (2) one (1) year periods, based on the mutual written consent of all parties.

QUANTITIES: Quantities shown in the bid schedule are approximate and the County guarantees no minimum amount. The County reserves the right to increase or decrease quantities.

ORDERING: Orders will be placed as required by the County Departments of Behavioral Health and Public Health.

TERMINATION: The County reserves the right to terminate any resulting contract upon written notice.

INDEPENDENT CONTRACTOR: In performance of the work, duties, and obligations assumed by Contractor under any ensuing Agreement, it is mutually understood and agreed that CONTRACTOR, including any and all of Contractor's officers, agents, and employees will at all times be acting and performing as an independent contractor, and shall act in an independent capacity and not as an officer, agent, servant, employee, joint venturer, partner, or associate of the COUNTY. Furthermore, County shall have no right to control or supervise or direct the manner or method by which Contractor shall perform its work and function. However, County shall retain the right to administer this Agreement so as to verify that Contractor is performing its obligations in accordance with the terms and conditions thereof. Contractor and County shall comply with all applicable provisions of law and the rules and regulations, if any, of governmental authorities having jurisdiction over matters the subject thereof.

Because of its status as an independent contractor, Contractor shall have absolutely no right to employment rights and benefits available to County employees. Contractor shall be solely liable and responsible for providing to, or on behalf of, its employees all legally-required employee benefits. In addition, Contractor shall be solely responsible and save County harmless from all matters relating to payment of Contractor's employees, including compliance with Social Security, withholding, and all other regulations governing such matters. It is acknowledged that

during the term of the Agreement, Contractor may be providing services to others unrelated to the County or to the Agreement.

SELF-DEALING TRANSACTION DISCLOSURE: Contractor agrees that when operating as a corporation (a for-profit or non-profit corporation), or if during the term of the agreement the Contractor changes its status to operate as a corporation, members of the Contractor's Board of Directors shall disclose any self-dealing transactions that they are a party to while Contractor is providing goods or performing services under the agreement with the County. A self-dealing transaction shall mean a transaction to which the Contractor is a party and in which one or more of its directors has a material financial interest. Members of the Board of Directors shall disclose any self-dealing transactions that they are a party to by completing and signing a Fresno County Self-Dealing Transaction Disclosure Form and submitting it to the County prior to commencing with the self-dealing transaction or immediately thereafter.

HOLD HARMLESS CLAUSE: Contractor agrees to indemnify, save, hold harmless and at County's request, defend the County, its officers, agents and employees, from any and all costs and expenses, damages, liabilities, claims and losses occurring or resulting to County in connection with the performance, or failure to perform, by Contractor, its officers, agents or employees under this Agreement and from any and all costs and expenses, damages, liabilities, claims and losses occurring or resulting to any person, firm or corporation who may be injured or damaged by the performance, or failure to perform, of Contractor, its officers, agents or employees under this Agreement.

MATERIALS TO BE NEW: All materials shall be new and of merchantable grade, free from defect. No bid will be considered unless it is accompanied by a complete list of manufacturer's catalog numbers of the items, which the bidder proposes to furnish, together with full descriptive literature on all items so enumerated. If item proposed differs from these specifications, bidder shall present specific explanation of functioning and structural characteristics for those details which differ from the specifications listed herein.

DAMAGE TO EXISTING WORK: Damage to existing construction, equipment, planting, etc., by the contractor in the performance of his work shall be replaced or repaired and restored to original condition by the contractor.

CLEAN UP: The Contractor shall at all times, keep the premises clean from accumulation of waste materials or rubbish caused by his employees or work and shall remove all resulting work debris from the job site.

WATER, POWER & TOILET FACILITIES: Successful bidder may use County owned water, power and toilet facilities at job site (when existing) at no expense to the successful bidder. Successful bidder will be required, however, to provide piping, fittings and other items as necessary to bring water and power from existing service to job site.

COORDINATE WORK WITH OWNER: Successful bidder shall coordinate and schedule the work with the County so that any interruption to the normal business operations be kept to a minimum.

INSPECTION: All material and workmanship shall be subject to inspection, examination and test by the County at any and all times during which manufacture and/or construction are carried on. The County shall have the right to reject defective material and workmanship or require its correction.

SUPERVISION: The Contractor shall give efficient supervision to the work, using therein the skill and diligence for which he is remunerated in the contract price. He shall carefully inspect the site and study and compare all drawings, specifications and other instructions, as ignorance of any phase of any of the features or conditions affecting the contract will not excuse him from carrying out its provisions to its full intent.

STANDARD OF PERFORMANCE: All work shall be performed in a good and workmanlike manner.

SAFEGUARDS: The contractor shall provide safeguards, in conformity with all local codes and ordinances as may be required.

INSURANCE:

Without limiting the COUNTY's right to obtain indemnification from CONTRACTOR or any third parties, CONTRACTOR, at its sole expense, shall maintain in full force and effect, the following insurance policies or a program of self-insurance, including but not limited to, an insurance pooling arrangement or Joint Powers Agreement (JPA) throughout the term of the Agreement:

A. Commercial General Liability

Commercial General Liability Insurance with limits of not less than One Million Dollars (\$1,000,000) per occurrence and an annual aggregate of Two Million Dollars (\$2,000,000). This policy shall be issued on a per occurrence basis. COUNTY may require specific coverages including completed operations, products liability, contractual liability, Explosion-Collapse-Underground, fire legal liability or any other liability insurance deemed necessary because of the nature of this contract.

B. Automobile Liability

Comprehensive Automobile Liability Insurance with limits for bodily injury of not less than Two Hundred Fifty Thousand Dollars (\$250,000.00) per person, Five Hundred Thousand Dollars (\$500,000.00) per accident and for property damages of not less than Fifty Thousand Dollars (\$50,000.00), or such coverage with a combined single limit of Five Hundred Thousand Dollars (\$500,000.00). Coverage should include owned and non-owned vehicles used in connection with this Agreement.

C. Professional Liability

If CONTRACTOR employs licensed professional staff, (e.g., Ph.D., R.N., L.C.S.W., M.F.C.C.) in providing services, Professional Liability Insurance with limits of not less than One Million Dollars (\$1,000,000.00) per occurrence, Three Million Dollars (\$3,000,000.00) annual aggregate.

D. Worker's Compensation

A policy of Worker's Compensation insurance as may be required by the California Labor Code.

CONTRACTOR shall obtain endorsements to the Commercial General Liability insurance naming the County of Fresno, its officers, agents, and employees, individually and collectively, as additional insured, but only insofar as the operations under this Agreement are concerned. Such coverage for additional insured shall apply as primary insurance and any other insurance, or self-insurance, maintained by COUNTY, its officers, agents and employees shall be excess only and not contributing with insurance provided under CONTRACTOR's policies herein. This

insurance shall not be cancelled or changed without a minimum of thirty (30) days advance written notice given to COUNTY.

Within thirty (30) days from the date CONTRACTOR executes this Agreement, CONTRACTOR shall provide certificates of insurance and endorsement as stated above for all of the foregoing policies, as required herein, to the County of Fresno Department of Public Health, Attn: Karen Scharnhorst, 1221 Fulton Mall; 6th Floor Contracts, Fresno, CA 93721, stating that such insurance coverage have been obtained and are in full force; that the County of Fresno, its officers, agents and employees will not be responsible for any premiums on the policies; that such Commercial General Liability insurance names the County of Fresno, its officers, agents and employees, individually and collectively, as additional insured, but only insofar as the operations under this Agreement are concerned; that such coverage for additional insured shall apply as primary insurance and any other insurance, or self-insurance, maintained by COUNTY, its officers, agents and employees, shall be excess only and not contributing with insurance provided under CONTRACTOR's policies herein; and that this insurance shall not be cancelled or changed without a minimum of thirty (30) days advance, written notice given to COUNTY.

In the event CONTRACTOR fails to keep in effect at all times insurance coverage as herein provided, the COUNTY may, in addition to other remedies it may have, suspend or terminate this Agreement upon the occurrence of such event.

All policies shall be with admitted insurers licensed to do business in the State of California. Insurance purchased shall be purchased from companies possessing a current A.M. Best, Inc. rating of A FSC VII or better.

EPAYMENT OPTION: The County of Fresno provides an Epay Program which involves payment of invoices by a secure Visa account number assigned to the supplier after award of contract. Notification of payments and required invoice information are issued to the supplier's designated Accounts Receivable contact by e-mail remittance advice at time of payment. To learn more about the benefits of an Epay Program, how it works, and obtain answers to frequently asked questions, click or copy and paste the following URL into your browser: www.bankofamerica.com/epayablesvendors or call Fresno County Accounts Payable, 559-600-3609.

BIDDER TO COMPLETE:

Name of Insurance Carrier: _____

Public Liability: _____ Expires: _____

Automotive Insurance: _____ Expires: _____

Worker's Compensation: _____ Expires: _____

Proof of maintenance of adequate insurance will be required before award is made to vendor.

GUARANTEE: The bidder shall state his written guarantee here:

ADDITIONAL ITEMS:

The County may require additional items from those in bid schedule.

Price list for additional items:

SUBCONTRACTORS:

List all subcontractors that would perform work in excess of one/half of one percent of the total amount of your bid, and state general type of work such subcontractor would be performing:

CONTRACTOR'S LICENSE:

Bidder to possess appropriate license for the project, in accordance with current regulations/statutes.

The vendor shall possess a current State of California Professional Engineer's License, or another license class that covers the work to be performed. The proposal must indicate the license held by the bidder, which enables him/her to perform the work.

If the license is other than a State of California Professional Engineer's the bidder must explain why his/her license(s) is acceptable. The County will review and determine if acceptable.

Number and Class: _____

Date of Issue: _____

BONDS:

PERFORMANCE BOND: The successful bidders may be required to furnish a faithful performance bond.

BONDS: The successful bidder will be required to furnish a Faithful Performance Bond and a Labor and Materials Bond in an amount equal to one hundred percent (100%) of the contract price.

BONDING COMPANY: The company issuing bonds shall be a corporate surety admitted by the California Insurance Commissioner to do business in the State of California with an A.M Best rating of B++ VIII or better.

COORDINATION AND COMPLETION: The successful bidder shall contact and meet with the County Coordinator at the job site prior to commencement and completion of any work.

Successful bidder shall complete the job as instructed and described in writing by the contract, bid or amendment. Any problem or questions that arise in the scope of work, the County must be contacted and the appropriate written amendment generated.

GUARANTEE: The successful bidder shall fully guarantee all aspects of the project for the minimum period of one (1) year. Such one (1) year period shall commence upon the date of final acceptance by County. The guarantee shall include but in no way be limited to workmanship, equipment and materials.

DISPUTE RESOLUTION: The ensuing contract shall be governed by the laws of the state of California .Any claim which cannot be amicably settled without court action will be litigated in the U.S. District Court for the Eastern District of California in Fresno, CA or in a state court for Fresno County.

DEFAULT: In case of default by the selected bidder, the County may procure the services from another source and may recover the loss occasioned thereby from any unpaid balance due the selected bidder, or by any other legal means available to the County.

ASSIGNMENTS: The ensuing proposed contract will provide that the vendor may not assign any payment or portions of payments without prior written consent of the County of Fresno.

ASSURANCES: Any contract awarded under this RFQ must be carried out in full compliance with The Civil Rights Act of 1964, The Americans With Disabilities Act of 1990, their subsequent amendments, and any and all other laws protecting the rights of individuals and agencies. The County of Fresno has a zero tolerance for discrimination, implied or expressed, and wants to ensure that policy continues under this RFQ. The contractor must also guarantee that services, or workmanship, provided will be performed in compliance with all applicable local, state, or federal laws and regulations pertinent to the types of services, or project, of the nature required under this RFQ. In addition, the contractor may be required to provide evidence substantiating that their employees have the necessary skills and training to perform the required services or work.

AUDITS AND RETENTION: The Contractor shall maintain in good and legible condition all books, documents, papers, data files and other records related to its performance under this contract. Such records shall be complete and available to Fresno County, the State of California, the federal government or their duly authorized representatives for the purpose of audit, examination, or copying during the term of the contract and for a period of at least three years following the County's final payment under the contract or until conclusion of any pending matter (e.g., litigation or audit), whichever is later. Such records must be retained in the manner described above until all pending matters are closed.

BIDDER TO COMPLETE THE FOLLOWING:**PARTICIPATION**

The County of Fresno is a member of the Central Valley Purchasing Group. This group consists of Fresno, Kern, Kings, and Tulare Counties and all governmental, tax supported agencies within these counties.

Whenever possible, these and other tax supported agencies co-op (piggyback) on contracts put in place by one of the other agencies.

Any agency choosing to avail itself of this opportunity, will make purchases in their own name, make payment directly to the contractor, be liable to the contractor and vice versa, per the terms of the original contract, all the while holding the County of Fresno harmless. If awarded this contract, please indicate whether you would extend the same terms and conditions to all tax supported agencies within this group as you are proposing to extend to Fresno County.

☐ Yes, we will extend contract terms and conditions to all qualified agencies within the Central Valley Purchasing Group and other tax supported agencies.

☐ No, we will not extend contract terms to any agency other than the County of Fresno.

(Authorized Signature)

Title

VENDOR MUST COMPLETE AND RETURN WITH REQUEST FOR QUOTATION.

Firm: _____

REFERENCE LIST

Provide a list of at least five (5) customers for whom you have recently provided similar products/services. Be sure to include all requested information.

Reference Name: _____ Contact: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone No.: (_____) _____ Date: _____
Service Provided: _____

Reference Name: _____ Contact: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone No.: (_____) _____ Date: _____
Service Provided: _____

Reference Name: _____ Contact: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone No.: (_____) _____ Date: _____
Service Provided: _____

Reference Name: _____ Contact: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone No.: (_____) _____ Date: _____
Service Provided: _____

Reference Name: _____ Contact: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone No.: (_____) _____ Date: _____
Service Provided: _____

Failure to provide a list of at least five (5) customers may be cause for rejection of this RFQ.

GENERAL SERVICE REQUIREMENTS

GROUPS I AND II DEPARTMENTS OF PUBLIC HEALTH AND BEHAVIORAL HEALTH

The contractor will be responsible for providing all needed supplies for specimen collection, collecting and picking up from the various sites.

Services include, but are not limited to, supplies for specimen collections, phlebotomy services, specimen pick-up and delivery, laboratory testing, critical value reporting and timely response for STAT and routine laboratory orders. These services will be required for the operation of County of Fresno and metropolitan Fresno-Clovis sites as outlined below.

Vendor will provide all laboratory services and necessary supplies. The successful bidder must be CLIA (Clinical Laboratory Improvement Amendments) certified. Laboratory services will be provided in response to telephone or fax requests from authorized nursing or clerical staff acting as agents of assigned licensed physicians or from requests ordered through the computer system.

1. All Services will be provided in accordance with Fresno County, State and Federal client/consumer confidentiality requirements.
2. Blood draws/specimen collection will be performed by the Contractor. Occasionally, County staff will do the collection, as deemed necessary, by County staff ordering the testing. Contractor will provide a lab book to DBH outlining specific procedures for specimen collection that are necessary for processing/testing, such as collection requirements, storage requirements, minimum volumes, etc.
3. The Contractor will provide blood draw services 2 days each week from 8:00 am – 11:30 am at the DBH Metro Outpatient site located at 4441 E. Kings Canyon Road, Fresno, CA 93702. The specific days will be determined by the DBH Medical Director or designee.
4. A list of available testing/collection sites and hours of operation within Fresno County shall be submitted with the bidder's response.
5. All STAT services will be provided 7 days per week, 24 hours per day at designated DBH facilities. All specimen pick-ups, where necessary, will be performed by the Contractor. STAT response time will be within one hour of receipt of request. DBH have approximately 10 STAT requests per year.
6. Reporting of Critical Test Values shall be completed within 30 minutes after verification and ordering physician will be called with name, date and time of specimen collection, along with test results, as well as patient's/client's DOB (Date of Birth) when necessary. Reporting of Critical Test Values ordered during regular business hours (Monday through Friday 8:00 am – 5:00 pm) for DBH shall be provided to the Metro Outpatient nurses with name, date and time of specimen collection, and test results, as well as patient's/client's DOB (Date of Birth) when necessary. Reporting for Critical Test Values ordered outside regular business hours for DBH shall be provided directly to the DBH Medical Director with name, date and time of specimen collection, and test results, as well as patient's/client's DOB (Date of Birth) when necessary. Critical Test

Value reporting is rare for DBH and DPH. Critical Test Values also known as “critical values” and “critical results” are test results that fall significantly outside the normal range and may represent life-threatening values even if from routine tests.

7. Billings for services will be submitted on a monthly invoice statement and are to be listed by Department and cost center, listing the full name of the patient/client, date of birth, Fresno County Medical Record Number, date of service and name of laboratory test. Payments may be delayed if invoices are incomplete or incorrect.

Invoices are to be sent to:

Department of Public Health (DPH)

P.O. Box 11867
Fresno, CA 93775

Department of Behavioral Health (DBH)

4441 E. Kings Canyon Road
Fresno, CA 93702

8. Billing Discrepancies: The County prefers the Contractor provide one contact person to address billing questions and discrepancies for DPH and another contact person to address billing questions and discrepancies for DBH. The Contractor is to respond to inquiries in a timely manner –within 7 business days.
9. The selected vendor will be required to assume full responsibility for all services and activities offered in the quotation and resulting Agreement, with the exception of services and activities provided by the County of Fresno whether or not they are provided directly. The County of Fresno will consider the selected vendor to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract. The contractor may not subcontract or transfer the contract, or any right or obligation arising out of the contract, without first having obtained the express written consent of the County.
10. The selected vendor shall provide a ten percent (10%), or more, volume discount off the base price for tests if current volume is considered high or future demand increases significantly.
11. Public Health requires a daily 4:30 pm specimen pick-up. All DPH specimens are to be picked up in the TB Clinic. 1221 Fulton Mall, First Floor, Fresno, CA 93775
12. Specimen pick-up shall be no later than 4:00 pm for DBH facilities.
13. The selected vendor shall be responsible for billing Medi-Cal for Medi-Cal eligible clients as well as other applicable third party insurances. The selected vendor shall collect necessary information pertinent to billing Medi-Cal and third party insurances from clients. Approximately 45% of current DBH outpatient billings are Medi-Cal. These Medi-Cal percentages could change if the department can see only Medi-Cal recipients. Approximately 46% of the current clients DPH treats are Medi-Cal or Medi-Cal eligible, or have other third party insurance.
14. The selected vendor shall provide online access to printable test reports, requests and lab results twenty-four hours (24) per day 365 days per year.
15. The selected vendor shall provide online access of lab results to medical staff and these results must be printable. Common tests, such as CBCs, will be available online

within 24 hours of collection. Specialty tests such as Medication level and Hep-C tests will be available online within 5 days.

16. The County requires at least 60 days prior notice of any and all system changes that impact portal access, invoicing and requisition forms. The notice should include what change is taking place, when it is happening, what is causing the change, what will be impacted (i.e., internet access, account numbers, test codes, etc.) and how. If the changes will impact existing account numbers, provide detailed steps that will be taken to avoid duplicate billing.

SCOPE OF WORK

GROUP I

DEPARTMENT OF PUBLIC HEALTH

TYPES OF REQUIRED CLINICAL LABORATORY TESTS

The average volume of clinical laboratory tests that the Public Health Department conducted in the past year is provided in the Quotation Schedule. While every effort was made to get the most current information on the types of tests needed by each program, the types of tests listed below are best estimates only. The County **does not guarantee** any minimums for any of the tests listed below.

<u>Program</u>	<u>Types of Tests</u>
County Laboratory	Majority of tests are T-Lymphocyte Helper CD Panels and miscellaneous other tests
Chest Clinic	Tests include Coccidiodal Serology Panels, liver function panels, TSH and miscellaneous other tests
HIV Prevention Testing	HIV Screening, HIV-1/2 Antigens and Antibodies (CPT Code 91431), HIV-1/2 Antibody- HIV-Differentiation (CPT Code 91432), and HIV-1 RNA comprise the bulk of testing in this area.
Court Ordered HIV Testing	Approximately 30 individuals undergo HIV Screening tests annually

DPH LABORATORY SERVICES FOR FACILITIES THAT OPERATE
MONDAY THROUGH FRIDAY, 8:00 A.M. TO 5:00 P.M.

Please note that Billing/Cost Center numbers listed at the end of each program below are for internal use only and vendors responding to RFQ are not required to include this information in their quotation.

The Chest Clinic provides services for the detection, prevention and treatment of TB, specifically, skin testing, chest X-rays, prevention treatment, and diagnosis of an active disease. The clinic also operates a Directly Observed Therapy outreach unit which monitors and ensures patient compliance with the prescribed treatment plan.

The state and federal government have established priorities and objectives which are designed to address the highest priorities in TB control: (1) The first priority is to identify persons who have active TB cases and ensure that they complete appropriate therapy, including using confinement measures in exceptional cases; (2) The second priority is to find and screen persons who have been in contact with TB clients to determine whether they have TB infection or disease and provide them with appropriate treatment; (3) The third is to screen high-risk populations to detect persons who are identified with Multiple Drug Resistant TB.

1. Chest Clinic, 1221 Fulton Mall, Fresno, CA 93775, phone: (559) 600-3413.
(BILLING/COST CENTER #56201650)

HIV counseling and screening services are provided to individuals who are currently participating in drug/alcohol treatment programs, both residential as well as outpatient programs. The program is supported through an interagency agreement with the Substance Abuse Division. In addition to counseling and testing services, group education is provided to clients as well as regular program updates with the staff of participating programs.

2. Drug Alcohol Testing, 1221 Fulton Mall, Fresno, CA 93775, phone: (559) 600-3434.
[BILLING/COST CENTER # 56201639]

HIV counseling and screening services are provided to individuals who demonstrate an increased risk for HIV transmission. This program is supported through a grant from the California Department of Public Health.

3. HIV Prevention Testing, 1221 Fulton Mall, Fresno, CA 93775, phone: (559) 600-3434
(BILLING/COST CENTER #56201645)

Court ordered HIV counseling and screening is provided to individuals who have been ordered by the court to complete HIV education and testing, under Penal Code 1202.1.

4. Court Ordered HIV Testing, 1221 Fulton Mall, Fresno, CA 93775, phone: (559) 600-3434, (BILLING/COST #56201648)

SCOPE OF WORK

GROUP II
DEPARTMENT OF BEHAVIORAL HEALTH

TYPES OF REQUIRED CLINICAL LABORATORY TESTS

The average volume of clinical laboratory tests the Behavioral Health Department conducted in the past year is provided in the Quotation Schedule. While every effort was made to get the most current information on the types of tests needed by each program, the types of tests listed below are best estimates only. The County **does not guarantee** any minimums for any of the tests listed below.

<u>Program</u>	<u>Types of Tests</u>
Metro Outpatient Services	Majority of tests are CBC differential, mostly for Clozaril monitoring (30%) and Blood Drawing (15%). Other tests include TSH, Comprehensive Metabolic Panel, Valproic Acid, Lipid Profile, Lithium, Hepatic Function Panel, Glucose Plasma, Triglycerides, AST, Glucose Random, Prolactin, Urine Toxicology, Hemoglobin A1C Immunoassay, EtOH serum, Drug Abuse Panel 9 Serum, and miscellaneous other tests
Pathways to Recovery	Tests include, but are not limited to, Urine Toxicology and Pregnancy tests and miscellaneous other tests
Older Adult Mental Health Clinic	Tests include, but are not limited to, Comprehensive Metabolic Panel, CBC differential, Lipid Panel, Hemoglobin A1C Immunoassay, TSH, Urinalysis Reflex, Valporic Acid, etc.

DBH LABORATORY SERVICES FOR FACILITIES THAT OPERATE
MONDAY THROUGH FRIDAY, 8:00 A.M. TO 5:00 P.M.

Please note that Billing/Cost Center numbers listed at the end of each program below are for internal use only and vendors responding to RFQ are not required to include this information in their proposal.

Metro Services provides culturally appropriate therapeutic outpatient and rehabilitative group services to seriously and persistently mentally ill and homeless mentally ill consumers. Staff provides medication administration and education, monitor medication levels for consumers and perform physical and mental health assessments.

1. Metro Outpatient Services, 4441 E. Kings Canyon Road, Fresno, CA 93702, phone (559) 600-4099, fax (559) 600-9135. (BILLING/COST CENTER # 56302999)
2. Older Adult Mental Health Clinic, 2025 E. Dakota Ave., Fresno, CA 93726, phone (559) 600-5755, fax (559) 229-2982. (BILLING/COST CENTER # 56304610)

Pathways to Recovery offers a three track program that provides outpatient substance abuse treatment services for pregnant and parenting women, mental health services for CalWORKs clients and co-occurring services for clients with co-existing mental health and substance abuse challenges.

3. Pathways to Recovery, Building 320, 515 S. Cedar Avenue, Fresno, CA 93702, phone (559) 600-6068, fax (559) 600-6090. (BILLING/COST CENTER # 56302093)

QUOTATION SCHEDULE

DEPARTMENT OF PUBLIC HEALTH

TEST		ESTIMATED ANNUAL USAGE	UNIT PRICE	TOTAL
1.	Amphetamine conf (GC/MS)	25	\$	\$
2.	Cannabinoid conf (GC/MS)	27	\$	\$
3.	Cocaine conf (GC/MS)	25	\$	\$
4.	Opiates conf (GC/MS)	20	\$	\$
5.	Phencyclidine (PCP) conf (GC/MS)	10	\$	\$
6.	Ethanol conf (GC/MS)	20	\$	\$
7.	RPR (screening)	575	\$	\$
8.	Direct Bilirubin (CPT Code = 82248)	89	\$	\$
9.	Total Bilirubin (CPT Code = 82247)	1	\$	\$
10.	Complete Urinalysis (CPT Code = 81000)	382	\$	\$
11.	General Bacterial Culture	180	\$	\$
12.	Glucose	14	\$	\$
13.	Gonorrhea Culture	222	\$	\$
14.	Gram Stain	137	\$	\$
15.	Lipid Panel	30	\$	\$
16.	Liver Function Panel (CPT Code = 80061)	75	\$	\$
17.	Magnesium	500	\$	\$
18.	Metabolic Panel (CPT Code= 80048)	128	\$	\$
19.	Mycobacterial Acid Fast Smear	823	\$	\$
20.	Mycobacterial Culture	823	\$	\$
21.	Phosphorus	15	\$	\$
22.	SDA for Gonorrhea	2100	\$	\$
23.	SDA for Chlamydia	2160	\$	\$
24.	Sed Rate (ESR) Westergren	13	\$	\$
25.	Stool Culture	38	\$	\$
26.	T-3, Total (CPT Code = 84480)	1	\$	\$

TEST	ESTIMATED ANNUAL USAGE	UNIT PRICE	TOTAL
27. T-4 (Thyroxine), Total	8	\$	\$
28. TPPA (confirmation)	26	\$	\$
29. TSH	200	\$	\$
30. Uric Acid	100	\$	\$
31. Urinalysis (Micro only)(CPT Code = 81002)	2	\$	\$
32. Urinalysis (w/o Micro)(CPT Code = 81015)	20	\$	\$
33. Urine Culture	393	\$	\$
34. VDRL (CSF only)	1	\$	\$
35. CBC with Differential	40	\$	\$
36. Coccidioidial Serology Panel	5	\$	\$
37. Comprehensive Metabolic Panel* (CPT Code = 80053; *different from Metabolic Panel	11	\$	\$
38. Hemoglobin A1C Immunoassay	175	\$	\$
39. Hemogram (BC w/platelet count)	106	\$	\$
40. Hepatitis A Antibody, IgM	31	\$	\$
41. Hepatitis B Core Antibody	51	\$	\$
42. Hepatitis B Surface Antibody	121	\$	\$
43. Hepatitis B Surface Antigen	55	\$	\$
44. Hepatitis C (Anti-HCV)	72	\$	\$
45. Herpes Simplex Virus, Type I and II, IgG & IgM	43	\$	\$
46. HIV 1 and HIV 2 Antibody (HIV Serology)	40	\$	\$
47. HIV 1 Western Blot	12	\$	\$
48. HIV-1 RNA, QUAL, Real Time PCR (Viral Load Tests)	120	\$	\$
49. HIV Screen Only	500	\$	\$
50. Lymphocyte Subset Panel	208	\$	\$
51. PAP, SurePath Focal Point	122	\$	\$
52. PAP, Thin Layer Prep	14	\$	\$
53. Prostate-specific Antigen	70	\$	\$
54. Prothrombin Time	30	\$	\$
55. Renal Functional Panel (CPT Code = 80069)	175	\$	\$

TEST	ESTIMATED ANNUAL USAGE	UNIT PRICE	TOTAL
56. STS (Rapid Plasma Reagin) Qual	11	\$	\$
57. Thyroid Stimulating Hormone (3rd Generation)	20	\$	\$
58. T-Lymphocyte Helper/CD	119	\$	\$
59. Toxoplasma Gondii Antibody IgG	70	\$	\$
60. HIV-1/2 Antigens and Antibodies, Fourth Generation, with Reflexes, CPT 91431	550	\$	\$
61. HIV-1/2 Antibody Differentiation, CPT 91432	110	\$	\$
Charge for Viral Load Transport Tube, if any:	\$		
TOTAL FOR DEPARTMENT OF PUBLIC HEALTH:			\$

The tests listed above are a sampling of the tests most often ordered by DPH. It is not an all-inclusive list, but is intended to provide a gauge for cost comparison purposes.

Vendor will provide details as to how they will accommodate requests for additional new tests, once the contract is in place. This must include a statement as to maximum price formula, within the context of the contract.

*CPT Code test 91431: HIV-1/2 Antigen and Antibodies, Fourth Generation, with Reflexes -- these screen for and confirm HIV-1 and HIV-2 infections, including acute infection. Uses "fourth-generation" screening immunoassay; reflexes are consistent with alternate algorithm.

If CPT Code test 91431 is reactive, it is confirmed with CPT Code test 91432.

CPT Code test 91432 is also ordered whenever a rapid test shows a preliminary positive.

**CPT Code 91432 HIV-1/2 Antibody Differentiation Detects and differentiates antibodies to HIV-1 v. HIV-2; confirm reactive HIV-1/2 results (This is the recommended supplemental test.) The differentiation detects antibodies earlier than the Western Blot.

Both CPT Code test 91431 & 91432 are new tests.

QUOTATION SCHEDULE

DEPARTMENT OF BEHAVIORAL HEALTH

TEST	ESTIMATED ANNUAL USAGE	UNIT PRICE	TOTAL
1. ABN Attached	21	\$	\$
2. Acute Hepatitis Panel	9	\$	\$
3. Alcohol (Ethanol) Urine	3	\$	\$
4. Alcohol, Ethyl (B)	3	\$	\$
5. Amitriptyline	9	\$	\$
6. Amphetamine Conf by GC/MS, Urine	75	\$	\$
7. Basic Metabolic Panel	15	\$	\$
8. Barbiturates by GC/MS Urine	6	\$	\$
9. Benzodiazepines Conf (GC/MS) Urine	15	\$	\$
10. Blood drawing	1170	\$	\$
11. Carbamazepine (Tegretol)	15	\$	\$
12. CBC (Includes Diff/Plt)	2500	\$	\$
13. CBC (RBC, H/H, Indices, WBC, Plt)	100	\$	\$
14. Cholesterol Direct LDL	10	\$	\$
15. Clozapine	200	\$	\$
16. Comprehensive Metabolic Panel	725	\$	\$
17. Culture, Urine, Routine	10	\$	\$
18. Drug Abuse Panel 9, Serum	20	\$	\$
19. Drug Screen with Alcohol	20	\$	\$
20. Drug Test, General Toxicology , (B)	35	\$	\$
21. Drug Test, General Toxicology , (SP)	3	\$	\$
22. EIA 10	18	\$	\$
23. EIA 10 + Alcohol	18	\$	\$
24. EIA 7 + Alcohol w/ GC/MS	612	\$	\$

TEST	ESTIMATED ANNUAL USAGE	UNIT PRICE	TOTAL
25. EIA 7 + Alcohol w/o Rflx	21	\$	\$
26. Ferritin	3	\$	\$
27. GGT	6	\$	\$
28. Glucose	25	\$	\$
29. Glucose, plasma	18	\$	\$
30. HCG, Total QL	24	\$	\$
31. HCG, Total QN	9	\$	\$
32. Hemoglobin A1C Immunoassay	500	\$	\$
33. Hep B Surface Ag w/Reflex Confirm	15	\$	\$
34. Hepatic Function	3	\$	\$
35. Hepatic Function Panel	12	\$	\$
36. Hepatitis B Surface AB, Qual	6	\$	\$
37. Hepatitis C	15	\$	\$
38. HIV AB, HIV 1/2, EIA, with Reflex	15	\$	\$
39. Iron and IBC w/o Reflex	3	\$	\$
40. Lipid Panel with Reflex to Direct LDL	65	\$	\$
41. Lipid Profile	460	\$	\$
42. Lithium	75	\$	\$
43. Magnesium, Serum	18	\$	\$
44. Marijuana Metabolite, Quant, Urine	87	\$	\$
45. Nortriptyline	10	\$	\$
46. Olanzapine	50	\$	\$
47. Opiates, Confirmation by GC/MS, UR	27	\$	\$
48. Phenytoin (Dilantin)	2	\$	\$
49. Potassium, Serum	2	\$	\$
50. Pregnancy Test, Urine	15	\$	\$
51. Prolactin	35	\$	\$

TEST	ESTIMATED ANNUAL USAGE	UNIT PRICE	TOTAL
52. Prostate Specific Antigen (PSA)	6	\$	\$
53. Renal Function Panel	3	\$	\$
54. Risperidone	10	\$	\$
55. RPR/Reflex TPPA	78	\$	\$
56. Specimen ID Notification	9	\$	\$
57. STAT Charge	20	\$	\$
58. STS Titer + T. Pallidum-PA Reflex	9	\$	\$
59. T3 Total (Triiodothyronine)	3	\$	\$
60. T3 Uptake	15	\$	\$
61. T3, Free	3	\$	\$
62. T4 (Thyroxine)	3	\$	\$
63. T4, Free	24	\$	\$
64. Triglycerides	15	\$	\$
65. TSH	450	\$	\$
66. TSH Reflex to Free T4	15	\$	\$
67. Urinalysis C+S, If IND	12	\$	\$
68. Urinalysis Macroscopic	3	\$	\$
69. Urinalysis Microscopic	6	\$	\$
70. Urinalysis, Complete	3	\$	\$
71. Urinalysis, Macro w/Reflex to Micro	21	\$	\$
72. Valproic Acid	175	\$	\$
73. Vitamin B-12 and Folate	55	\$	\$
74. Vitamin D, 25-hydroxy, LC/MS/MS	35	\$	\$
TOTAL FOR DEPARTMENT OF BEHAVIORAL HEALTH:			\$

CHECK LIST

This Checklist is provided to assist the vendors in the preparation of their bid response. Included in this list, are important requirements and is the responsibility of the bidder to submit with the bid package in order to make the bid compliant. Because this checklist is just a guideline, the bidder must read and comply with the bid in its entirety.

Check off each of the following:

1. _____ Front page of the Request for Quotation (RFQ) has been signed (original signature) and completed.
2. _____ **One (1) original and three (3) copies** of the RFQ have been provided.
3. _____ Addenda, if any, have been completed, signed and included in the bid package.
4. _____ The completed *Reference List* as provided with this RFQ.
5. _____ The *Quotation Schedule* as provided with this RFQ has been completed, priced reviewed for accuracy and any corrections initialed in ink.
6. _____ Indicate all of bidder exceptions to the County's requirements, conditions and specifications as stated within this RFQ.
7. _____ The *Participation* page as provided within this RFQ has been signed and included
8. _____ *Bidder to Complete* page as provided with this RFQ.
9. _____ Specification, descriptions etc. for items offered under bidder(s) quotation.
10. _____ A description of the design and techniques that the bidder will use to complete the project.
11. _____ Lastly, on the **LOWER LEFT HAND CORNER** of the sealed envelope, box, etc. transmitting your bid include the following information:

County of Fresno RFQ No.	992-5336
Closing Date:	April 1, 2015
Closing Time:	2:00 P.M.
Commodity or Service:	Clinical Lab Tests

This Checklist does not need to be returned with your bid.