



**State of Rhode Island
Department of Administration / Division of Purchases
One Capitol Hill, Providence, Rhode Island 02908-5855
Tel: (401) 574-8100 Fax: (401) 574-8387**

**Solicitation Information
11/12/2019**

ADDENDUM# 1

RFQ #7599822

TITLE: STATEWIDE COURIER SERVICE - RIDOH LABORATORY

**Bid Closing Date & Time: November 25, 2019 at 11:30 AM Eastern
Time (ET)**

Notice to Vendors

**Attached are vendor questions with State responses. No further
questions will be answered.**

**Anthony Venditelli
Buyer I**

*Interested parties should monitor this website, on a regular basis, for any additional
information that may be posted.*

Vendor Questions with State Responses for RFQ #7599822
STATEWIDE COURIER SERVICE - RIDOH LABORATORY

Question 1: At what time can pickups from the individual pick up sites start in the morning?

Answer to question 1: This will be determined by the courier in conjunction with the facility's operating hours.

Question 2: We understand that the daily routes can be adjusted to be most cost effective so long as all specimens are returned to RISHL by 2:30pm: Is this correct?

Answer to question 2: Yes, that is correct.

Question 3: Who provides the specimen coolers, thermometers and the refrigerant?

Answer to question 3: The courier provides these items.

Question 4: Please detail types of specimens that will be picked up; ambient, refrigerated, frozen

Answer to question 4: . Courier will pick up specimens at sites that are mainly ambient or refrigerated. Frozen specimens are infrequent. The site is responsible for packaging specimens.

Question 5: If frozen with what frequency are these submitted?

Answer to question 5: Frozen specimens are rarely submitted.

Question 6: Who provides the dry ice for frozen specimens?

Answer to question 6: Dry ice is not required. Courier will pick up specimen and deliver immediately to RISHL.

Question 7: Does each individual pick up site require an individual cooler (or coolers), or are specimens consolidated into larger coolers throughout the route?

Answer to question 7: Specimens can be consolidated into larger coolers. Sites will put their specimens in a large sealed bag.

Question 8: How many drivers are currently used each day?

Answer to question 8: We don't have that information.

Question 9: What size vehicles are currently being used?

Answer to question 9: We don't have that information.

Question 10: "On occasion, RISHL may request a pick-up from a client in an emergency/stat capacity or RISHL may request a pick-up to be delivered to a client in an emergency/stat capacity" – What is the approximate frequency of stat deliveries during a 1-week period?

Answer to question 10: During November through February, this could be once per day.

Question 11: "RISHL may also schedule delivery of supplies to sites on an as needed basis" – Typically what do these supplies consist of and with what frequency are supplies delivered on a weekly basis?

Answer to question 11: The supplies consist of requisitions, small transport containers, and test kits and frequency is approximately once per week.

Question 12: Are supplies typically picked up from RISHL in the morning before starting the route?

Answer to question 12: Test kits will need to be picked up prior to starting route. This may be a few times per month. Containers and requisitions can be picked up the day before.

Question 13: "The courier will pick-up containers/supplies from RISHL and deliver to the sentinel testing sites.....The RISHL will also schedule pick-up of containers/supplies to be returned to sentinel site." – Can you please provide more details as to size, volume and weight of these containers / supplies.

Answer to question 13: Container/supplies are housed in a standard brown grocery-type bag and typically weight less than 5 lbs.

Question 14: Pricing: We understand a ‘run’ to be a pick up at one single location going to another single location; is this correct? – If this is not correct, please elaborate

Answer to question 14: Yes

Question 15: Who is the incumbent contractor?

Answer to question 15: Current Carrier Corp.

Question 16: What is the existing per ‘run’ price?

Answer to question 16: \$5.80/\$10 for influenza.

Question 17: What is the current total annual contract value and # of runs per year?

Answer to question 17: Annual contract amount is based on number of runs. Number of estimated runs is listed in the RFQ document.

Question 18: 101 pick-ups are noted on a weekly basis which equates to +/- 5,050 runs per year. Is the difference between this number and the quantity of 7,000 (+/- 1,950) due to stat runs, supplies, or sentinel testing runs? –If all three what constitutes the majority of these 1,950 additional runs?

Answer to question 18: The majority of these runs would be sentinel runs.

Question 19: Who is the current vendor, and what is the 2018 (current year) ‘Total Amount’ (‘Unit Price’ x ‘Quantity’)?

Answer to question 19: Current vendor is Current Carrier Corp. Standard runs are at \$5.80/run. Influenza specimens are \$10/each.

Question 20: How many drivers are currently being utilized on a daily basis to cover the associated pickups and deliveries? Can this be modified to improve cost and/or efficiency?

Answer to question 20: The number of drivers currently used is not known. The courier determines this number.

Question 21: Are all the locations listed in the attached schedule strictly pickup locations? (with associated delivery to RI State Health Laboratories (RISHL), 50 Orms St., Providence, Rhode Island 02904).

Answers to question 21: Yes. The list is updated in October.

Question 22: Based on the schedule listing and daily occurrences, there are ~5000 annual runs associated with the scheduled workload. Per the RFQ verbiage, "It is estimated that there may be up to 7,000 runs per year dependent on courier scheduling."

- a. Does this mean that ~2000 runs per year can be expected within the (1) Influenza sentinel testing sites, (2) delivery of supplies from RISHL to sites, and (3) emergency/stat deliveries categories.
- b. Can historical data from 2018 be provided for the workload which comprises the (1) Influenza sentinel testing sites, (2) delivery of supplies from RISHL to sites, and (3) emergency/stat deliveries categories.

Answer to question 22: (a) Yes.

(b) Influenza/sentinel sites are listed at the end of this document. We do not have the information for 2 & 3.

Question 23: If this year's 'Influenza sentinel testing sites' listing isn't available, can last year's 'Influenza sentinel testing sites' listing be provided, for reference?

Answer to question 23: See attached page at end of this document.

Question 24: Regarding emergency/stat deliveries, how much lead time is provided ahead of pickup? (i.e. day prior, 4 hours, 90 minutes, no advanced notice).

Answer to question 24: There is a minimum of 90 minutes; however, on rare occasions, there may be no advance notice.

Question 25: Regarding emergency/stat deliveries, how are these shipments initiated? (i.e. entered online, email, phone call).

Answer to question 25: Phone call.

Question 26: Regarding emergency/stat deliveries, are these shipments restricted to business hours, M-F; or might they occur After Hours, and during the weekends

Answer to question 26: . Business hours

Question 27: Regarding the scheduled deliveries, how early in the morning can pickups begin?

Answer to question 27: Depends on client's operating hours.

Question 28: Per the RFQ, "The courier service will need to return the containers from RISHL to the individual pick-up sites within a reasonable time period for re-use".

- a. Are these return trips accounted for in the ~7000/year run assumption?
- b. Can drivers maintain coolers in their vehicles permanently, to avoid the need for a return to RISHL?

Answer to question 28: a. Yes
b. Drivers can maintain coolers. RISHL individual (quart-sized) containers must be returned to site.

Question 29: Can the scheduled daily pickups outlined in the bid be done as an optimized route or do they all need to go directly to the state lab?

Answer to question 29: Can be done as optimized route.

Question 30: What size are the samples? How many samples are typically provided by each office per day?

Answer to question 30: Size and number of samples vary per day.

Question 31: Do you require 24/7/365 coverage for the STATs or are they only prior to the 2:30PM cutoff Mon-Fri?

Answer to question 31: Stat is M-F can be up to 4:30pm on rare occasions.

Question 32: Are the influenza testing sites the same as the regularly scheduled locations?

Answer to question 32: In most cases, no.

Question 33: Regarding Unit Price, is that an individual price for the route or the average for all deliveries? In addition, we can we provide rates for STATs?

Answer to question 33: Prices are for each run. Yes, you can provide different pricing for STATs.

Question 34: Other than the document titled "Request for Quote," is there any additional response needed or welcomed? If so, is there a specific format preferred? Lastly, would there an opportunity to submit credentials, such as WBENC/Women-Owned certifications?

Answer to question 34: The bidder may include any information they would like. Vendors can designate their company as WBE/MBE/DBE through the Division of Purchases website.

Question 35: Do you have specific requirements regarding Universal Precautions?

Answer to question 35: Standard training for Universal Precautions is acceptable.

Question 36: What are the office operating hours for each location listed?

Answer to question 36: Health Center hours vary by location; many are open 8:30-4:00 or 5:00pm, but on certain days of the week a site may not open until 11:30am or noon.

Question 37: Regarding additional insurance requirements, would this be considered hazardous materials?

Answer to question 37: These are Category B shipments.

Question 38: The RFP references returning containers (coolers) from RISHL to the individual pick-up sites within a reasonable period of time for re-use. What is that time frame?

Answer to question 38: In most cases a day or two.

Question 39: The RFP references delivery of supplies to site on an as-needed basis. What is the quantity, types and configuration of supplies that may be delivered? Will this require a different vehicle?

Answer to question 39: The supplies consist of requisitions, small transport containers, and test kits and frequency is approximately once per week. This does not require different vehicles.

Question 40: How often does the addition or deletion of a pick-up site take place? How much notification is given?

Answer to question 40: Additions or deletions are infrequent. One week notification is given to the courier.

Question 41: “Pick-ups from a client in an emergency/stat capacity. Courier must fulfill this request as quickly as possible.” What is considered acceptable?

Answer to question 41: Dependent on specimen test; however, in most cases, 2 hours.

Question 42: Influenza sentinel testing site deliveries. Will this activity require additional FTE’s and vehicles? What is the frequency of this type of activity?

Answer to question 42: That is up to the courier. This could be once per day from November through February for sentinel sites.

QUESTION 23, INFLUENZA SENTINEL TESTING SITES

Practice Name	Addr-Street	City	County	St	Zip Code
Anchor Medical Associates	1 Commerce Street	Lincoln	Providence	RI	2865
South County Internal Medicine	481 Kingstown Road	Wakefield	Washington	RI	2879
Well One Primary Medical	36 Bridge Way	Pascoag	Providence	RI	2825
URI	Potter Building- 6 Butterfield Road	Kingston	Washington	RI	2881
Rhode Island College-Health Services	Brown Hall- 600 Mt Pleasant Ave	Providence	Providence	RI	2908
Bryant University Health Center	1150 Douglas Pike	Smithfield	Providence	RI	2917
SoCounty Walk-in & Primary Care	360 Kingstown Road Suite 104,	Narragansett	Washington	RI	2882
Brown University Health Center	13 Brown Street	Providence	Providence	RI	2912
Aquidnick Medical-University Medicine	50 Memorial Blvd	Newport	Newport	RI	2840
Blackstone Valley Pediatrics	2 Meehan Lane	Cumberland	Providence	RI	2864
East Greenwich Pediatrics Inc	1377 South County Trail-Suite 2 B	East Greenwich	Kent	RI	2818

Ecap East Bay Family Healthcare	6 John Chaffee Blvd	Newport	Newport	RI	2840
Well One Primary Medical and Dental- North Kingstown	308 Callahan Road	N.Kingstown	Washington	RI	2852
Dr. Stuart Demirs	4099 Old Post RD	Charlestown	Washington	RI	2813