
ADDENDUM No. 03

SUBJECT Questions and Answers

DATE ISSUED 8/23/24

Please the questions and answers submitted for this RFP:

1. How many DOT tests are currently being done annually for this contract? **Approx. 700** How many NON-DOT tests are being done annually for this contract? **We do not have this information**
2. Are all school districts within EDS 112 participating with the current contract? **Yes**
3. Which job(s) are subject to the 7 panel NON-DOT drug tests? **Van drivers at ESD, not sure about districts**
4. What is the current 7 drug test panel for the NON-DOT panel? (This can be best answered by the test code # from the lab) **We do not have this information**
5. Are the participants in this current program in one large random pool or does each school district have their own random pool. **I believe it is one large random pool**
6. How often are on-site or mobile collection services used? **Big districts use on-site, ESD transportation will start this fall**
7. Does the bus staff work transport students during the summer or during winter or spring breaks? **Yes, field trips and sports**
8. Who is your current provider and what is your current pricing, what lab is being used and who is your Medical Review Officer. **WorkSAFE**
9. Which person(s) from the district are the designated DER (Designated Employer Representatives) who report employee refusal to tests or breath-alcohol positives to the [Drug & Alcohol Clearinghouse \(dot.gov\)](#) **Typically the supervisor/director**
10. Is that done from the corporate office or by each district? **District**
11. How many emergency or after-hour events drug testing events were there in 2023? **Unknown**
12. Is the district currently using paperless forms of ordering drug test and/or alcohol tests for employees? If not, would the district be interested in this option? **We receive a list by email, print-off form to give to the driver**
13. How are employees currently being trained on substance abuse and DOT supervisor training for reasonable suspicion? (In person or on-line?) **Both are offered**
14. How would you like the electronic bid submitted via email or attached on a thumb drive with the paper bid submission? **We must have a signed original paper copy but the digital version can be submitted by whichever method is preferable to the vendor.**



Could you please provide the following information:

Are you looking for testing services in Vancouver solely, or are your drivers from surrounding locations? **No, there are other districts in our consortium. Here is the list of schools in our consortium, most are smaller except Vancouver and Evergreen:**

Camas
Castle Rock
Centerville
ESD 112
Evergreen
Glenwood
Green Mountain
Kelso
KWRL
Longview
Mill A
Mount Pleasant
Naselle Grays River Valley
Ocean Beach
Roosevelt
Skamania
Stevenson-Carson
Toutle Lake
Trout Lake
Vancouver
WACDHY
Wahkiakum
Washougal
White Salmon Valley
Wishram

What is the current population of DOT bus drivers for the City of Vancouver affected by this proposal? **This isn't for the City of Vancouver its for school district drivers**

What is the current population of non-DOT personnel affected by this proposal? **Very minimal**

What is the annual volume of the following: **There were pre-employment tests, quarterly random DOT / BAT and a couple non-DOT pre-employment for van drivers.**

- DOT drug tests
- DOT BAT tests
- Non-DOT drug tests
- Non-DOT BAT tests

Do you manage your random pool internally, or is that function handled by a third party? **The other 24 districts receive their random pool list quarterly from WorkSafe. We don't see the total list of drivers.**

Who is the incumbent? **Attached**

Is the current fee schedule available through FOIA? **Attached**

Are you looking for the provider to also offer DOT physicals? **NO**

Are you looking for DER training? **NO**

How many employees are you anticipating will need to be enrolled in the random selection/pool. **Over 900**

How many DOT drug test, non DOT drug tests, and breath alcohol tests will you need annually? **The federal minimum for quarterly random pool**

How often do you need on-site testing or do you anticipate that tests can be performed off-site at a collection site office? **Both**

1. Who is your current TPA/provider managing your drug/alcohol testing program & SAMHSA LAB conducting the urine testing? **WorkSAFE**
2. On Cost Sheet F, can you provide clarity around what is meant by “consultation, training”? Are you referring to consultation/training on the vendor’s policies, procedures, and reporting platform, or is this more specialized training like “DOT Reasonable Suspicion Training” for Supervisors? **Not all services listed on the pricing sheet are utilized. If consultation or training are needed those would be discussed at that time for pricing.**
3. What current walk-in clinics do you use, and where are they located? Are the locations and hours of these clinics suitable to the ESD’s needs, or are you looking for additional clinics in other specific areas? **There are multiple locations in Vancouver and Longview, etc. No sure there is a need for other locations**
4. For after hours testing, is this solely handled by a collector coming out onsite to ESD locations to perform the collection, or do you meet with the employee at Contractor’s site outside of normal hours? How often has this need occurred? **Offsite, not at ESD or schools**
5. Where can we obtain current contract pricing? **See pricing sheet below page 5 & 6**
6. For your NonDOT Testing, what “7 drug” classes would you like to test for? **Same as pre-employment/random**
7. Why is this bid out for solicitation? Has there been an interruption in service, or has all the renewal options been exhausted requiring ESD to bid out? **Size of consortium and change in fees**
8. Would ESD be interested in utilizing the ELECTRONIC CCF, to avoid any delay/interruptions/mistakes made with paper chains? **Not at this time**
9. On Cost Sheet F, it asks for “RV onsite Fee”. If our firm does not offer a mobile bathroom equipped vehicle, and thus not be able to provide a quote for this, will this omit our bid from being accepted? **No**
10. Would the ESD be interested in receiving any additional quotes related to DOT testing like Physicals, FMCSA Clearinghouse Query Submissions, or any Industry-related fees that may occur like Split Specimen (Bottle B) retesting at an alternate lab? **No**
11. On Cost Sheet F, does the “wait time” fee apply to a walk-in clinic setting, or are you looking for any fees associated with this during onsite collections? **Onsite collections**
12. Do you know what the volume of testing yearly is for this contract, or previous dollar amount spent on this yearly contract? **No**

Important Note to Proposers:

Only the items referenced in this addendum and any other addendum shall be revised. All other provisions, requirements, and terms and conditions of RFP ESD 112-07-24 shall remain the same.

Instructions to Proposers:

Proposers shall sign, date and submit the form on this page with the rest of your company's bid materials.

Name of Company _____

Name of Authorized Representative (Please print) _____

Signature of Authorized Representative _____

Date Signed _____

Thank you.



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ESD 112 2024 PRICING SCHEDULE

Computerized Random Selection/Pool	\$600.00/pool/year
DOT Drug Tests (Includes collection, lab & MRO fees)	\$68.00/test
Non DOT Lab --7 Drug Panel (Includes collection, MRO and lab fees)	\$63.00/test
DOT or Non-DOT Breath Alcohol Tests	\$52.00/test
Consultation, Training, Policy Development/Review	\$150.00/hour
MIS report preparation:	\$95.00/hour
Training Materials	\$10.00/class participant
Stat on-site/After Hours Fee	\$ 175.00/per hour portal to portal or as billed by provider.
Scheduled On site fee: (Government mileage rates added on all on sites from Salem office round trip)	\$110.00/location.
RV On-Site Fee (Mileage included in hourly rate, no further mileage to be charged)	\$ 175.00/per hour portal to portal
Wait Time (applies to shy bladder situations for on-site testing only)	\$65.00/hr
Follow up testing management:	\$95.00/person/year
Substance Abuse Professional	Referrals only, actual charges billed by provider
Statistical Summaries	No Charge



****Stat/On-site/after-hours fees are charged when less than 1 business day notice is given for an onsite event. Or onsite testing that occurs outside the hours of 7 AM to 6 PM Monday to Friday. Federally observed holidays are also considered after-hours. (New Years Day, Memorial Day, Juneteenth, 4th of July, Labor Day, Thanksgiving and Christmas)**

****Please be aware that in response to the escalating fees of certain clinics, we are introducing a surcharge for services rendered at high-rate clinics. This policy adjustment is necessary to align with the increased operational costs.**

When utilizing a high-rate clinic, a notification will be promptly sent to ESD 112 and its members impacted by our WorkSafe Service team. This notification will include the specific surcharge applicable for that clinic. The purpose of this advance notice is to assist you in your budget planning and to ensure transparency in our billing process. If possible, we will provide an alternative clinic without surcharges if it is available.

We are committed to maintaining clear and open communication regarding any changes that may affect your billing. For any inquiries or further details, please feel free to contact us.