



State of South Carolina
EMERGENCY
Request for Proposal
AMENDMENT NO. ONE

Solicitation: SCDHEC-TKC-8/20/20
Date Issued: 8 / 18 / 2020
Procurement Officer: REBECCA NICHOLS *bjn*
Phone: 803-898-1262
E-Mail Address: NICHOLRJ@dhec.sc.gov

DESCRIPTION: **Turn-Key COVID Testing Services**

USING GOVERNMENTAL UNIT: **SC Dept of Health & Environmental Control**

The Term "Offer" Means Your "Bid" or "Proposal". Your offer must be submitted by email to:

NICHOLRJ@dhec.sc.gov

(See Page 3 for Instructions)

THERE WILL BE NO FORMAL BID OPENING

SUBMIT OFFER BY (Opening Date/Time): **8 / 20 / 2020 - 5:00PM ET** (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY: ~~8 / 17 / 2020 - Midnight ET~~ (See "Questions From Offerors" provision)

NUMBER OF COPIES TO BE SUBMITTED: **One**

CONFERENCE TYPE: **Not Applicable**

LOCATION: **Not Applicable**

DATE & TIME:

(As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions)

**AWARD &
AMENDMENTS**

Award will be posted on **August 26, 2020**. The award, this solicitation, any amendments, and any related notices will be posted at the following web address:

<https://www.scdhec.gov/about-dhec/dhec-procurement-services>

You must submit a signed copy of this form with Your Offer. By signing, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date. (See "Signing Your Offer" provision.)

NAME OF OFFEROR

(full legal name of business submitting the offer)

Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.

AUTHORIZED SIGNATURE

(Person must be authorized to submit binding offer to contract on behalf of Offeror.)

DATE SIGNED

TITLE

(business title of person signing above)

STATE VENDOR NO.

(Register to Obtain S.C. Vendor No. at www.procurement.sc.gov)

PRINTED NAME

(printed name of person signing above)

STATE OF INCORPORATION

(If you are a corporation, identify the state of incorporation.)

OFFEROR'S TYPE OF ENTITY: (Check one) (See "Signing Your Offer" provision.)

Sole Proprietorship Partnership Other _____

Corporate entity (not tax-exempt) Corporation (tax-exempt) Government entity (federal, state, or local)

PAGE TWO

(Return Page Two with Your Offer)

HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business)	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause) <hr/> Area Code - Number - Extension Facsimile <hr/> E-mail Address
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PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause)	ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)
<input type="checkbox"/> Payment Address same as Home Office Address <input type="checkbox"/> Payment Address same as Notice Address (check only one)	<input type="checkbox"/> Order Address same as Home Office Address <input type="checkbox"/> Order Address same as Notice Address (check only one)

ACKNOWLEDGMENT OF AMENDMENTS

Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)

Amendment No.	Amendment Issue Date						

DISCOUNT FOR PROMPT PAYMENT (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	____ Calendar Days (%)
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PREFERENCES - A NOTICE TO VENDORS (SEP. 2009): On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at www.procurement.sc.gov/preferences. ***ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES.*** [11-35-1524(E)(4)&(6)]

PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE: Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)&(ii)) or the Resident Contractor Preference (11-35-1524(C)(1)(iii)). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

**Preferences do not apply per
South Carolina Consolidated Procurement Code Section 11-35-1524, Part (E)(3).**

In-State Office Address same as Home Office Address In-State Office Address same as Notice Address **(check only one)**

IMPORTANT INFORMATION FOR ALL OFFERORS

If your company is the apparent lowest responsible and responsive bidder you will be required to be registered with the South Carolina Enterprise Information System (SCEIS), if not already registered. This registration is required before a purchase order can be issued.

NOTE: Vendor registration may take up to three (3) business days for creation or updating.

Offeror must follow the new South Carolina Enterprise Information System (SCEIS) vendor registration instructions found at the South Carolina Procurement Information Center website address of: <http://www.procurement.sc.gov/>. If Offeror is registered in the old procurement system, Offerors must register or update their information in the new SCEIS system. Once the registration process is complete, the system will generate a SCEIS vendor user ID and password. The Offeror must keep this information current or the Offeror will not be able to submit future bids.

OFFERORS ENCOUNTERING REGISTRATION PROBLEMS SHOULD CONTACT:

DSIT Help Desk (803) 896-0001 Select Option 1 then Option 2
Monday – Friday 8:00 AM – 4:30 PM

Offeror instructions can be found at:

<https://procurement.sc.gov/vendor/submitting-offers>

NOTE: REFER TO VENDOR RESISTRATION MANDATORY (JAN 2006) CLAUSE listed under Section II. INSTRUCTIONS TO OFFERORS – A. GENERAL INSTRUCTIONS

INSTRUCTIONS FOR OFFERORS SUBMITTING HARD COPY BIDS

1. Offerors shall submit their bid in pdf format by email to Rebecca Nichols, NICHOLRJ@dhec.sc.gov .
2. The email subject line must have “**SCDHEC-TKC-8/20/20**”.
3. Offerors shall submit one (1) copy.

PLEASE NOTE THAT IF TERMS AND CONDITIONS ARE OBJECTED OR QUALIFIED OR OFFEROR INCLUDES ADDITIONAL TERMS AND CONDITIONS TO BE CONSIDERED, THE OFFER WILL BE DEEMED NON-RESPONSIVE AND WILL BE ELIMINATED FROM FURTHER CONSIDERATION.

IF YOU QUALIFY YOUR OFFER WITH A STATEMENT SUCH AS, “THIS IS NOT AN OFFER”, THE OFFER WILL BE DEEMED “NON-RESPONSIVE” AND REMOVED FROM FURTHER CONSIDERATION.

AMENDMENT NO. ONE
REQUEST FOR PROPOSAL - SCDHEC-TKC-8/20/20

Description: **Turn-Key COVID Testing Services**

AMENDMENTS TO SOLICITATION (JAN 2004)

(a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: www.procurement.sc.gov (b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment. (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged. [02-2A005-1]

QUESTIONS FROM OFFERORS – AMENDMENT (JUN 2017)

THE SOLICITATION IS AMENDED AS PROVIDED HEREIN. INFORMATION OR CHANGES RESULTING FROM QUESTIONS WILL BE SHOWN IN A QUESTION-AND-ANSWER FORMAT. ALL QUESTIONS RECEIVED HAVE BEEN REPRINTED BELOW. THE “STATE’S RESPONSE” SHOULD BE READ WITHOUT REFERENCE TO THE QUESTIONS. THE QUESTIONS ARE INCLUDED SOLELY TO PROVIDE A CROSS-REFERENCE TO THE POTENTIAL OFFEROR THAT SUBMITTED THE QUESTION. QUESTIONS DO NOT FORM A PART OF THE CONTRACT; THE “STATE’S RESPONSE” DOES. ANY RESTATEMENT OF PART OR ALL OF AN EXISTING PROVISION OF THE SOLICITATION IN AN ANSWER DOES NOT MODIFY THE ORIGINAL PROVISION EXCEPT AS FOLLOWS: UNDERLINED TEXT IS ADDED TO THE ORIGINAL PROVISION. STRICKEN TEXT IS DELETED. [02-2A097-1]

CHANGES TO THE ORIGINAL SOLICITATION

DHEC’s RESPONSIBILITIES

- DHEC Contract Manager(s) will provide on-demand scheduling of testing locations/areas;
- ~~DHEC Contract Manager(s) will coordinate with Contractor any non-Contractor laboratory services;~~
- DHEC will be responsible for promotion and public awareness of the events. (It is allowable for the Contractor to promote the events as well, at no additional cost to DHEC.)

The following prospective offeror question and agency response is hereby incorporated into the solicitation:

Question: Are their specific demographic requirements to be collected from patients and provided to DHEC? (County patient resides in, county where patient tested, ethnicity, or similar?)

State’s Response: Yes, as of August 1, HHS requires that demographic information be collected at all testing sites. This information can be captured through DHEC’s 1335 OE form. The demographic information that is needed for reporting to DHEC will be provided to the Contractor upon execution of a contract.

Question: For mobile testing, is it anticipated that these sites are for 8 hour blocks or will mobile teams be responsible for multiple sites per day (ie: two 4 hour sites) in a geographic area?

State’s Response: Mobile teams would provide testing at one location a day, for an 8-10 hour block.

Question: How many COVID-19 test sites does DHEC anticipate to run each day?

State’s Response: DHEC conducts testing through several methods. We currently have over ten (10) mobile testing sites a day and look to increase this quickly.

Question: How many COVID-19 tests does DHEC anticipate to run each day?

State’s Response: DHEC’s goal is to run 500,000 tests per month, at a minimum.

Question: Will the assistance of the SC National Guard, Highway Patrol, or other agencies be available for traffic control or similar services?

State's Response: The National Guard is available to provide traffic control and logistical support on-site, but are unable to provide external (surrounding public roads) traffic support. However, DHEC is currently working with local law enforcement to secure external traffic control.

Question: Who carries insurance on possible site locations for COVID-19 Testing?

State's Response: The contractor's liability insurance is the primary insurance. See CONTRACTOR'S LIABILITY INSURANCE - GENERAL (MODIFIED) on Page 18 of the solicitation document.

Question: Items Under DHEC Responsibilities: DHEC Contract Manager: What notice (24, 48, 72 hours, or longer) for deployment of on demand scheduling of testing locations and areas?

State's Response: All testing sites will be coordinated at least two (2) weeks in advance.

Question: What does DHEC contract manager coordination with Contractor for non-contractor laboratory services mean?

State's Response: See above Changes to Original Solicitation. Contractor shall utilize their laboratories and/or sub-contracted laboratories for PCR/molecular laboratory services.

Question: How does DHEC Contract Coordinator anticipate promoting events?

State's Response: DHEC lists all testing events on our website, but we also use social media and other media releases to promote events.

Question: Do potential patients need to register with DHEC to obtain COVID-19 Test services through this program?

State's Response: Potential patients do not need to register with DHEC to obtain COVID-19 Test services through this program. The Contractor will be responsible for communicating results to individuals.

Question: Can patient registration be managed by the Contractor directly?

State's Response: Yes, the Contractor will be responsible for patient registration.

Question: How do patients get approved to be tested through this program?

State's Response: Anyone who wants to be tested for COVID-19 can get tested.

Question: The submission instruction are unclear for the Turn-Key COVID Testing Services. In one section, the document says that the submission must be one document with two volumes. In another section, it says the pricing should be submitted as a separate document. How exactly do you want the forms to be submitted? Should the forms that need to be filled out in the original solicitation be submitted separately as well?

State's Response: Pages 1 and 2 of the solicitation document are to be completed, acknowledging all amendments, and submitted with the offer. Documents are to be submitted in pdf format, with Pricing submitted as a separate document.

END AMENDMENT NO. ONE