



*Delaware Health
And Social Services*

DIVISION OF MANAGEMENT SERVICES

PROCUREMENT

DATE: February 8, 2011

HSS 11 035

**CERTIFIED LABORATORY SUPPORT FOR THE SAFE
DRINKING WATER ACT (SDWA) COMPLIANCE MONITORING
FOR THE OFFICE OF DRINKING WATER IN THE DIVISION OF
PUBLIC HEALTH**

FOR

DIVISION OF PUBLIC HEALTH

Date Due: March 9, 2011
11:00 AM

ADDENDUM # 1 Questions and Answers

Please Note:

THE ATTACHED SHEETS HEREBY BECOME A PART OF THE
ABOVE MENTIONED BID.

Bruce Krug
PROCUREMENT ADMINISTRATOR

William Ingram
Division of Public Health

Addendum 1 to RFP HSS 11 035

Certified Laboratory Support for the Safe Drinking Water Act (SDWA) Compliance Monitoring for the Office of Drinking Water in the Division of Public Health

Questions and Answers

Q1. Is a plan holder or bidder list available for the above referenced RFP?

A1. No, the Delaware Division of Public Health does not maintain a plan holder or bidder list for this service.

Q2. Also, who in the DHSS should I contact to make them aware of a lab and the testing and consulting services that it provides for future reference?

A2. Bill Ingram at william.ingram@state.de.us or Bruce Krug.

Q3. List of Items, Schedule of Requirements, Scope of Work, Terms of Reference, Bill of Materials required.

A3. This was described in the original RFP. We require sample bottles, preservatives, Chain of Custody forms and transportation provided by the EPA Certified Laboratory for Drinking water Methods. The contract lab provides analytical reports and electronic data deliverables.

Q4. Soft Copy of the Tender Document through email.

A4. The RFP is posted on the State of Delaware, Office of Management and Budget website at http://bids.delaware.gov/documents/HSS_11035SDWA_Lab_Sprt_rfp.pdf

Q5. Names of countries that will be eligible to participate in this tender.

A5. We do not maintain a list of countries eligible to participate. Shipping rates and sample hold times might be a limiting factor.

Q6. Information about the Tendering Procedure and Guidelines

A6. This information is available at <http://www.delaware.gov/egov/portal.nsf/portal/doingbusiness>.

Q7. Estimated Budget for this Purchase

A7. We spend about \$100,000 per year on outside lab contracts.

Q8. Any Extension of Bidding Deadline?

A8. No

Q9. Any Addendum or Pre Bid meeting Minutes?

A9. There was no pre-bid meeting, just a question and answer period. Questions were accepted until January 26, 2011 and will be posted to the RFP website as Addendum 1 on February 14, 2011. If there would be any future addendums, they would also be posted at that same site.

Q10. Can EPA approved methods be substituted for those referenced in the RFP?
(Example: RFP states EPA 505. Are methods EPA 508 and/or EPA 525.2 acceptable?)

A10. Yes

Q11. Page 10 of the RFP states:

C. Radiological Compounds

Please confirm that “Beta particle and photon activity” refer to the Gross Beta.

A11. Correct

Q12. Page 11, Bullet #7 states Percent of samples rejected due to lab error, holding time, and matrix interference. Please specify for what timeframe (ie: within the past 12 months, etc).

A12. Annual rate is acceptable

Q13. Page 17 of the RFP states:

H. Certification and Statement of Compliance

Can you provide information on where to find the specifics relating to Delaware laws, regulations relating to confidentiality, individual and family privacy in health care delivery and the collection and reporting of data so that we may review to determine compliance.

- OR -

Is compliance to the referenced Appendices (D&E) all that are required?

A13. Since the Office of Drinking Water resides in a Health and Social Service Agency, confidentiality and family privacy in health care delivery are written in our boiler plate. Most water test results are public information except at times, the sample location or private well test results. When necessary, the Office of Drinking Water redacts this information before providing the reports to the public.

Q14. Page 46 of the RFP states:

10. The Contractor agrees to provide to the Divisional Contract Manager, on an annual basis, if requested, information regarding its client population serviced under this contract by race, color, national origin or disability.

Please provide clarification on this requirement. Should we be awarded this or any portion of this work, the Contractor “client” would be Division of Public Health Delaware Health and Social Services and would not be privy to this information.

A14. This portion of the example contract also says, “if requested”. Based on the type of services the Division is seeking in this RFP and subsequent contract, the Division of Public Health would not be asking that this information be provided.

Q15. Page 51 of the RFP states:

D. Miscellaneous Requirements

Items 1, 4, 5 state “*if applicable*” can you clarify which are applicable to this RFP?

A15. All three items, 1, 4, and 5 would not be applicable to the services being provided through a contract as a result of this RFP.

Q16. There is a considerable amount of confidential and or proprietary information requested as part of the response. Can the laboratories submitting proposals be assured that this information will not be made public at any time, so long as it is clearly labeled and submitted only on the CDs labeled as “Corporate Confidential Information” as indicated at the top of page 18? For example all of the items identified by bullet points on page 11.

A16. If the laboratories clearly identify what information is considered confidential and it is submitted on the CDs labeled as Corporate Confidential Information, it can be protected from release through the Freedom of Information Act request process provided the DHSS Procurement Administrator and / or the Delaware Attorney General’s office supports the bidder’s assertion the information can be classified as confidential.