



UNITED STATES DISTRICT COURT
DISTRICT OF HAWAII
PROBATION OFFICE

July 20, 2018

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Chief U.S. Probation Officer

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**RE: REQUEST FOR PROPOSALS –
QUESTIONS/ANSWERS
FISCAL YEAR 2019**

Dear Program Administrator:

The following questions were received in response to the following Request for Proposals (RFPs): 0975-19-UA-02K; 0975-19-SOT-01A; and 0975-19-RES-01.

Please see the answers to each corresponding question below:

0975-19-UA-02K

Question 1: Asking for clarification on the use of the NIDT. Unclear of (sic) we are testing the samples or sending all samples in. The procedure or (sic) negative and positive is different so a little confusing. Also on neighbor islands it is a little more difficult to send samples as testing hours conflict with our FedEx hours so all samples would need to be sent the next day. Can you clarify the new UA procedure for us?

Answer: The two services being contracted for are Project Code 1010 Urine Collection/Testing & Report and Project Code 1011 Urine Collection/NIDT Device Testing. The majority of the EMQs is for Project Code 1010. Although the procedures in the Statement of Work for Project Code 1010 mentions "NIDT" in some steps, an NIDT will not be used.

Project Code 1010 essentially includes completing a Chain of Custody (COC) form, taking a specimen, sealing and bagging the specimen/COC, and mailing to the U.S. Probation on-site lab.

Page C-8, Numbers (4) to (6), note that if specimens are not shipped the same day, they are to be refrigerated or frozen in a secure area or locked refrigerator/freezer.

0975-19-SOT-01A

Question 1: Is it ok to submit an assessment RFP leaving out the use of VRT?

Answer: No. Page B-1 of 2, 4th paragraph notes: *"Offerors failing to provide offers on all required services marked, will be considered technically unacceptable."*

0975-19-RES-01

Question 1: On page B-2 of 2 = It is listed as 62 – is this a monthly estimate for client/referral count or the number of days allowed for billing; which would be 2 clients per month?

Answer: Page B-2 notes that the Unit is *per day*. Sixty-two (62) estimated monthly quantities (EMQs) are estimated as approximately 2 active clients enrolled for a 31-day month. Please also note: EMQs are estimates only and do not bind the government to meet these estimates.

Sincerely,



Kimberly Caspillo
Contracting Officer

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