

**REQUEST FOR PROPOSALS FOR**

**Pre-employment Drug Testing Services**

**ISSUING OFFICE**

**Pennsylvania Turnpike Commission**

**Human Resources Department**

**RFP NUMBER**

**09-10380-1890**

**DATE OF ISSUANCE**

**June 30, 2009**

**REQUEST FOR PROPOSALS FOR**  
**RFP 09-10380-1890**

**TABLE OF CONTENTS**

<b>Part I</b>	<b>- GENERAL INFORMATION FOR PROPOSERS</b>	<b>Page 1</b>
<b>Part II</b>	<b>- INFORMATION REQUIRED FROM PROPOSERS</b>	<b>Page 6</b>
<b>Part III</b>	<b>- CRITERIA FOR SELECTION</b>	<b>Page 9</b>
<b>Part IV</b>	<b>- WORK STATEMENT</b>	<b>Page 10</b>

**APPENDIX A – Commission Locations and Addresses**

## PART I

### GENERAL INFORMATION FOR PROPOSERS

**I-1. Purpose.** This Request for Proposals (RFP) provides interested contractors with sufficient information to enable them to prepare and submit proposals for consideration by the Pennsylvania Turnpike Commission (Commission) to satisfy a need for pre-employment drug testing services.

**I-2. Issuing Office.** This RFP is issued for the Commission by the Human Resources Department, P.O. Box 67676, Harrisburg, PA 17106-7676, Telephone Number (717) 939-9551, extension 4142, and Fax Number (717) 986-8760. Email address [pburns@paturndpike.com](mailto:pburns@paturndpike.com) The Issuing Office is the sole point of contact in the Commission for this RFP.

**I-3. Scope.** This RFP contains instructions governing the proposals to be submitted and the material to be included therein; a description of the service to be provided; requirements which must be met to be eligible for consideration; general evaluation criteria; and other requirements to be met by each proposal.

**I-4. Problem Statement.** The Pennsylvania Turnpike Commission (PTC) is in need of a vendor to provide pre-employment drug testing services for prospective employees. The Commission utilizes hair sample testing as the preferred methodology for testing.

**I-5. Type of Contract.** It is proposed that if a contract is entered into as a result of this RFP, it will be a cost for services contract. The Commission may in its sole discretion undertake negotiations with Proposers whose proposals as to price and other factors show them to be qualified, responsible, and capable of performing the work.

**I-6. Rejection of Proposals.** The Commission reserves the right to reject any and all proposals received as a result of this request, or to negotiate separately with competing Proposers.

**I-7. Subcontracting.** Any use of subcontractors by a Proposer must be identified in the proposal. During the contract period use of any subcontractors by the selected Proposer, that were not previously identified in the proposal, must be approved in advance in writing by the Commission.

A firm that responds to this solicitation as a prime may not be included as a designated subcontractor to another firm that responds to the same solicitation. **Multiple responses under any of the foregoing situations may cause the rejection of all responses of the firm or firms involved.** This does not preclude a firm from being set forth as a designated subcontractor to more than one prime contractor responding to the project advertisement.

**I-8. Incurring Costs.** The Commission is not liable for any costs the Proposer incurs in preparation and submission of its proposal, in participating in the RFP process or in anticipation of award of contract.

**I-9. Questions and Answers.** Written questions may be submitted to clarify any points in the RFP which may not have been clearly understood. Written questions should be submitted to the Issuing Office at the address listed in Section I-2 to be received no later than **July 21, 2009** All questions and written answers will be issued as an addendum to and become part of this RFP.

**I-10. Addenda to the RFP.** If it becomes necessary to revise any part of this RFP before the proposal response date, addenda will be posted to the Commission's website under the original RFP document. It is the responsibility of the Proposer to periodically check the website for any new information or addenda to the RFP.

The Commission may revise a published advertisement. If the Commission revises a published advertisement less than ten days before the RFP due date, the due date will be extended to maintain the minimum ten-day advertisement duration if the revision alters the project scope or selection criteria. Firms are responsible to monitor advertisements/addenda to ensure the submitted proposal complies with any changes in the published advertisement.

**I-11. Response.** To be considered, proposals must be delivered to the Pennsylvania Turnpike Commission's Contracts Administration Department, Attention: **Wanda Metzger**, on or before **12:00 Noon, local time on August 14, 2009**. The Pennsylvania Turnpike Commission is located at 700 South Eisenhower Boulevard, Middletown, PA 17057 (Street address). Our mailing Address is P. O. Box 67676, Harrisburg, PA 17106.

**Please note that use of U.S. Mail delivery does not guarantee delivery to this address by the above-listed time for submission.** Proposers mailing proposals should allow sufficient delivery time to ensure timely receipt of their proposals. If the Commission office location to which proposals are to be delivered is closed on the proposal response date, due to inclement weather, natural disaster, or any other cause, the deadline for submission shall be automatically extended until the next Commission business day on which the office is open. Unless the Proposers are otherwise notified by the Commission, the time for submission of proposals shall remain the same.

**I-12. Proposals.** To be considered, Proposers should submit a complete response to this RFP, using the format provided in PART II. Each proposal should be submitted in **seven (7) copies** to the Contracts Administration Department. No other distribution of proposals will be made by the Proposer. Each proposal page should be numbered for ease of reference. Proposals must be signed by an official authorized to bind the Proposer to its provisions and include the Proposer's Federal Identification Number. For this RFP, the proposal must remain valid for at least **90** days. Moreover, the contents of the proposal of the selected Proposer will become contractual obligations if a contract is entered into.

Each and every Proposer submitting a proposal specifically waives any right to withdraw or modify it, except as hereinafter provided. Proposals may be withdrawn by written or telefax notice received at the Commission's address for proposal delivery prior to the exact hour and date specified for proposal receipt. However, if the Proposer chooses to attempt to provide such written notice by telefax transmission, the Commission shall not be responsible or liable for errors in telefax transmission. A proposal may also be withdrawn in person by a Proposer or its authorized representative, provided its identity is made known and it signs a receipt for the proposal, but only if the withdrawal is made prior to the exact hour and date set for proposal receipt. A proposal may only be modified by the submission of a new sealed proposal or submission of a sealed modification which complies with the requirements of this RFP.

**I-13. Economy of Preparation.** Proposals should be prepared simply and economically, providing a straightforward, concise description of the Proposer's ability to meet the requirements of the RFP.

**I-14. Discussions for Clarification.** Proposers who submit proposals may be required to make an oral or written clarification of their proposals to the Issuing Office to ensure thorough mutual

understanding and Proposer responsiveness to the solicitation requirements. The Issuing Office will initiate requests for clarification.

**I-15. Best and Final Offers.** The Issuing Office reserves the right to conduct discussions with Proposers for the purpose of obtaining “best and final offers.” To obtain best and final offers from Proposers, the Issuing Office may do one or more of the following: a) enter into pre-selection negotiations; b) schedule oral presentations; and c) request revised proposals. The Issuing Office will limit any discussions to responsible Proposers whose proposals the Issuing Office has determined to be reasonably susceptible of being selected for award.

**I-16. Prime Proposer Responsibilities.** The selected Proposer will be required to assume responsibility for all services offered in its proposal whether or not it produces them. Further, the Commission will consider the selected Proposer to be the sole point of contact with regard to contractual matters.

**I-17. Proposal Contents.** In accordance with the Pennsylvania Right-to-Know Law (RTKL), 65 P.S. § 67.707 (Production of Certain Records), Proposers shall identify any and all portions of their Proposal that contains confidential proprietary information or is protected by a trade secret. Proposals shall include a written statement signed by a representative of the company/firm identifying the specific portion(s) of the Proposal that contains the trade secret or confidential proprietary information.

Proposers should note that “trade secrets” and “confidential proprietary information” are exempt from access under Section 708(b)(11) of the RTKL. Section 102 defines both “trade secrets” and “confidential proprietary information” as follows:

Confidential proprietary information: Commercial or financial information received by an agency: (1) which is privileged or confidential; **and** (2) the disclosure of which would cause substantial harm to the competitive position of the person that submitted the information.

Trade secret: Information, including a formula, drawing, pattern, compilation, including a customer list, program, device, method, technique or process that: (1) derives independent economic value, actual or potential, from not being generally known to and not being readily ascertainable by proper means by other persons who can obtain economic value from its disclosure or use; **and** (2) is the subject of efforts that are reasonable under the circumstances to maintain its secrecy. The term includes data processing software by an agency under a licensing agreement prohibiting disclosure.

65 P.S. §67.102 (emphasis added).

The Office of Open Records has determined that a third party must establish a trade secret based upon factors established by the appellate courts, which include the following:

- the extent to which the information is known outside of his business;
- the extent to which the information is known by employees and others in the business;
- the extent of measures taken to guard the secrecy of the information;
- the value of the information to his business and to competitors;
- the amount of effort or money expended in developing the information; and
- the ease of difficulty with which the information could be properly acquired or duplicated by others.

*See Crum v. Bridgestone/Firestone North Amer. Tire., 907 A.2d 578, 585 (Pa. Super. 2006).*

The Office of Open Records also notes that with regard to “confidential proprietary information the standard is equally high and may only be established when the party asserting protection shows that the information at issue is either ‘commercial’ or ‘financial’ and is privileged or confidential, and the disclosure *would* cause substantial competitive harm.” (emphasis in original).

For more information regarding the RTKL, visit the Office of Open Records’ website at [www.openrecords.state.pa.us](http://www.openrecords.state.pa.us).

**I-18. Debriefing Conferences.** Proposers whose proposals are not selected will be notified of the name of the selected Proposer and given the opportunity to be debriefed, at the Proposer’s request. The Issuing Office will schedule the time and location of the debriefing. The Proposer will not be compared with other Proposers, other than the position of its proposal in relation to all other proposals.

**I-19. News Releases.** News releases pertaining to this project will not be made without prior Commission approval, and then only in coordination with the Issuing Office.

**I-20. Commission Participation.** Unless specifically noted in this section, Proposers must provide all services to complete the identified work.

**I-21. Cost Submittal.** The cost submittal shall be placed in a separately sealed envelope within the sealed proposal and kept separate from the technical submittal. **Failure to meet this requirement may result in disqualification of the proposal.**

**I-22. Term of Contract.** The term of the contract will commence on the Effective Date (as defined below) and will continue for a period of three years. The Commission shall fix the Effective Date after the contract has been fully executed by the Contractor and by the Commission and all approvals required by Commission contracting procedures have been obtained.

**I-23. Proposer’s Representations and Authorizations.** Each Proposer by submitting its proposal understands, represents, and acknowledges that:

- a. All information provided by, and representations made by, the Proposer in the proposal are material and important and will be relied upon by the Issuing Office in awarding the contract(s). Any misstatement, omission or misrepresentation shall be treated as fraudulent concealment from the Issuing Office of the true facts relating to the submission of this proposal. A misrepresentation shall be punishable under 18 Pa. C.S. 4904.
- b. The price(s) and amount of this proposal have been arrived at independently and without consultation, communication or agreement with any other Proposer or potential Proposer.
- c. Neither the price(s) nor the amount of the proposal, and neither the approximate price(s) nor the approximate amount of this proposal, have been disclosed to any other firm or person who is a Proposer or potential Proposer, and they will not be disclosed on or before the proposal submission deadline specified in the cover letter to this RFP.
- d. No attempt has been made or will be made to induce any firm or person to refrain from submitting a proposal on this contract, or to submit a proposal higher than this proposal,

or to submit any intentionally high or noncompetitive proposal or other form of complementary proposal.

- e. The proposal is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive proposal.
- f. To the best knowledge of the person signing the proposal for the Proposer, the Proposer, its affiliates, subsidiaries, officers, directors, and employees are not currently under investigation by any governmental agency and have not in the last four (4) years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding or proposing on any public contract, except as disclosed by the Proposer in its proposal.
- g. To the best of the knowledge of the person signing the proposal for the Proposer and except as otherwise disclosed by the Proposer in its proposal, the Proposer has no outstanding, delinquent obligations to the Commonwealth including, but not limited to, any state tax liability not being contested on appeal or other obligation of the Proposer that is owed to the Commonwealth.
- h. The Proposer is not currently under suspension or debarment by the Commonwealth, or any other state, or the federal government, and if the Proposer cannot certify, then it shall submit along with the proposal a written explanation of why such certification cannot be made.
- i. The Proposer has not, under separate contract with the Issuing Office, made any recommendations to the Issuing Office concerning the need for the services described in the proposal or the specifications for the services described in the proposal.
- j. Each Proposer, by submitting its proposal, authorizes all Commonwealth agencies to release to the Commission information related to liabilities to the Commonwealth including, but not limited to, taxes, unemployment compensation, and workers' compensation liabilities.

## PART II

### INFORMATION REQUIRED FROM PROPOSERS

Proposals must be submitted in the format, including heading descriptions, outlined below. To be considered, the proposal must respond to all requirements in this part of the RFP. Any other information thought to be relevant, but not applicable to the enumerated categories, should be provided as an appendix to the proposal. Each proposal shall consist of two (2) separately sealed submittals. The submittals are as follows: (i) Technical Submittal, in response to Sections II-1 through II-8 hereof; (ii) Cost Submittal, in response to Section II- 9 hereof.

The Commission reserves the right to request additional information which, in the Commission's opinion, is necessary to assure that the Proposer's competence, number of qualified employees, business organization, and financial resources are adequate to perform according to the RFP.

The Commission may make such investigations as deemed necessary to determine the ability of the Proposer to perform the work, and the Proposer shall furnish to the Issuing Office all such information and data for this purpose as requested by the Commission. The Commission reserves the right to reject any proposal if the evidence submitted by, or investigation of, such Proposer fails to satisfy the Commission that such Proposer is properly qualified to carry out the obligations of the agreement and to complete the work specified.

**II-1. Statement of the Problem.** State in succinct terms your understanding of the problem presented or the service required by this RFP.

**II-2. Management Summary.** Include a narrative description of the proposed effort and a list of the items to be delivered or services to be provided. Information must include:

- An in-depth explanation of the method used for collection and drug testing of hair samples. The Pennsylvania Turnpike Commission requires that the testing method meet DHS or applicable SAMSHA guidelines and consist of either RIAH or EIA.
- Information pertaining to the average amount of time from the date of collection of the hair sample to the date of the test results to be received by the Commission. The Commission requires that length of time not exceed an average of five (5) business days from the date of the test. Include the span of time for both negative test results and positive test results.
- Proposers should also include samples of reports, documentation, testing forms, results, billing, and any other documents to be used for this service.
- If the contractor provides online access to test results and other electronic capabilities as a part of the service, they are to provide examples to the Commission.
- The Proposer will also describe, if available, the mechanism used to resolve issues or problems that arise from the execution of services.

**II-3. Work Plan.** Describe in narrative form your technical plan for implementing a pre-employment drug testing program for the Pennsylvania Turnpike Commission using hair testing as the preferred methodology. Use the task descriptions in Part IV of this RFP as your reference point. Modifications of the task descriptions are permitted; however, reasons for changes should be fully explained. If more than one approach is apparent, comment on why you chose this approach.



**II-4. Prior Experience.** Include experience in pre-employment drug testing through the use of hair. Experience shown should be work done by individuals who will be assigned to this project as well as that of your company. Studies or projects referred to should be identified and the name of the customer shown, including the name, address, and telephone number of the responsible official of the customer, company, or agency who may be contacted.

**II-5. Personnel.** Include the number, and names where practicable, of executive and professional personnel, analysts, auditors, researchers, programmers, consultants, etc., who will be engaged in the work. Show where these personnel will be physically located during the time they are engaged in the work. Include through a resume or similar document education and experience in pre-employment drug testing through the use of hair. Indicate the responsibilities each will have in this project and how long each has been with your company. Identify subcontractors you intend to use and the services they will perform. Qualifications of professional personnel should include:

- The names and certifications of on site collection personnel, off site collection locations, and testing laboratories, as well as the relationship between the Proposer and personnel (e.g., subsidiary of Proposer, subcontractor)
- Personnel assigned by the Proposer to the Commission's account, including primary representative, client services representatives, and compliance personnel.

**II-6. Collection Sites.** The Commission requires that all pre-employment hair drug testing is conducted at an approved collection site by trained individuals. The contractor must identify collection sites that conduct hair drug testing within the Commonwealth of Pennsylvania, including the names, addresses and hours of operation.

**II-7. Training.** If appropriate, indicate recommended training of Commission personnel. Include the personnel to be trained, the number to be trained, duration of the program, place of training, curricula, training materials to be used, number and frequency of sessions, and number and level of instructors.

**II-8. D/M/WBE Participation.** The Turnpike Commission is committed to the inclusion of disadvantaged, minority, and woman firms in contracting opportunities. Responding firms shall clearly identify DBE/MBE/WBE firms, expected to participate in this contract, in their Proposal. Proposed DBE/MBE/WBE firms must be certified by the Pennsylvania Department of General Services ([www.dgs.state.pa.us](http://www.dgs.state.pa.us)) or the Pennsylvania Unified Certification Program ([www.paucp.com](http://www.paucp.com)) at the time of the submission of the proposal. **If further information is desired concerning DBE/MBE/WBE participation**, direct inquiries to the Pennsylvania Turnpike Commission's Contract Administration Department by calling (717) 939-9551 Ext. 4241.

**II-9. Cost Submittal.** The information requested in this section shall constitute your cost submittal. **The Cost Submittal shall be placed in a separate sealed envelope within the sealed proposal, separate from the technical submittal.**

Proposers should direct in writing to the Issuing Office pursuant to Part I-9 of this RFP any questions about whether a cost or other component is included or applies. All Proposers will then have the benefit of the Issuing Office's written answer so that all proposals are submitted on the same basis.

The total cost you are proposing must be broken down into the following components:

- a. **Direct Costs.** Itemize so as to show the following:
  - (1) Rate charged per test
- b. **General Overhead Costs. Specify what is included and rate used.** If there are no general overhead costs in your proposal, so state.
- c. **Consultant Costs. Itemize as in (a) above.** If there are no consultant cost in your proposal, so state.
- d. **Subcontract Costs. Itemize as in (a) above.** If there are no subcontract costs in your proposal, so state.
- e. **Cost of Supplies and Materials. Itemize.** If there are no supplies and materials in your proposal, so state.
- f. **Other Direct Costs. Itemize.**
  - 1. Hair collection kit
  - 2. Laboratory chain of custody forms (COC) forms
  - 3. Foil container for hair root ends
  - 4. Specimen envelope
  - 5. Test collection site costs
  - 6. Containment bag for COC and hair specimen
  - 7. Courier or US mail shipping cost per unit sample – 1 hair specimen /pack.
  - 8. Courier or US mail shipping cost per - multiple hair specimens per pack.
  - 9. Cost for Laboratory litigation packet.
  - 10. Cost for MRO expert court and grievance testimony (Live and/or teleconferenced)

**Any costs not provided in the cost proposal will be assumed as no charge to the Commission.**

**The selected Proposer shall only perform work on this contract after the Effective Date is affixed and the fully-executed contract sent to the selected Proposer. The Commission shall issue a written Notice to Proceed to the selected Proposer authorizing the work to begin on a date which is on or after the Effective Date. The selected Proposer shall not start the performance of any work prior to the date set forth in the Notice of Proceed and the Commission shall not be liable to pay the selected Proposer for any service or work performed or expenses incurred before the date set forth in the Notice to Proceed. No Commission employee has the authority to verbally direct the commencement of any work under this Contract.**

## PART III

### CRITERIA FOR SELECTION

**III-1. Mandatory Responsiveness Requirements.** To be eligible for selection, a proposal should be (a) timely received from a Proposer; (b) properly signed by the Proposer; and (c) formatted such that all cost data is kept separate from and not included in the Technical Submittal.

**III-2.** Proposals will be reviewed and evaluated by a committee of qualified personnel selected by the Commission. This committee will recommend for selection the proposal that most closely meets the requirements of the RFP and satisfies Commission needs. Award will only be made to a Proposer determined to be responsive and responsible in accordance with Commonwealth Management Directive 215.9, Contractor Responsibility Program.

**III-3.** The following criteria will be used in evaluating each proposal:

**a. Understanding the Needs of the Commission.** This refers to the Proposer's understanding of the Commission needs that generated the RFP, of the Commission's objectives in asking for the services, and of the nature and scope of the work involved.

**b. Proposer Qualifications.** This refers to the ability of the Proposer to meet the terms of the RFP, and the quality of the services completed by the Proposer. This also includes the Proposer's ability to undertake a project of this size.

**c. Personnel Qualifications.** This refers to the competence of professional personnel who would be assigned to the job by the Proposer. Qualifications of professional personnel will be measured by experience and education, with particular reference to experience on studies/services similar to that described in the RFP.

**d. Soundness of Approach.** Emphasis here is on the techniques for collecting and analyzing data, sequence and relationships of major steps, and methods for managing the study/service. Of equal importance is whether the technical approach is completely responsive to all written specifications and requirements contained in the RFP and if it appears to meet Commission objectives.

**e. Available Facilities.** This refers to the number of facilities the Proposer identifies in the Commonwealth of Pennsylvania that will provide hair drug testing, and their proximity to Commission locations.

**f. Cost.** While this area may be weighted heavily, it will not normally be the deciding factor in the selection process. The Commission reserves the right to select a proposal based upon all the factors listed above, and will not necessarily choose the firm offering the best price. The Commission will select the firm with the proposal that best meets its needs, at the sole discretion of the Commission.

## PART IV

### WORK STATEMENT

**IV-1. Objectives.** The Pennsylvania Turnpike Commission requires pre-employment drug testing for all prospective employees as part of the pre-employment qualification process. The Commission uses hair sample testing as the preferred methodology for testing.

Over the last five (5) years, the Commission has conducted the following numbers of pre employment hair drug tests for applicants:

- 2009 10 tests
- 2008 172 tests
- 2007 110 tests
- 2006 184 tests
- 2005 142 tests

**IV-2. Nature and Scope of the Project.** The contractor will provide pre-employment drug testing consistent with the National Institute on Drug Abuse (NIDA) guidelines regarding controlled substance testing for all prospective applicants.

**IV-3. Requirements.** The Pennsylvania Turnpike Commission requires that the retention period for controlled substance usage determined by the method of testing to be at least eight (8) weeks, or approximately two calendar months.

The Commission requires that turnaround time from the date of testing to receipt of the test results by the Commission not exceed an average of five (5) business days. When responding to this requirement, include:

- Expected turnaround time for a negative test result to be reported.
- Expected turnaround for a positive and/or confirmatory test result to be reported.

Hair specimen collection shall consist of at least one inch of head hair or sufficient body hair consisting of approximately 60 mgs of hair sufficient to provide a minimum detection window of eight weeks for the purpose of testing for controlled substances consistent with guidelines defined by the National Institute on Drug Abuse (NIDA), including, but not limited to:

- Cocaine
- THC (Marijuana)
- Opiates
- Amphetamines
- Phencyclidine

While FDA clearance of the laboratory screening assay method is not required for workplace testing, the hair-testing laboratory shall provide evidence of current College of American Pathologists (CAP) or Clinical Laboratory Improvement Amendments of 1988 (CLIA) or Substance Abuse & Mental Health Services Administration (SAMHSA) equivalent accreditations or certification.

Initial screening assay may consist of either Radioimmunoassay of Hair (RIAH) or Enzyme Immunoassay (EIA). When the initial screen RIAH or EIA assay result is greater than the screening cutoff levels, a GC mass spectroscopy confirmation test shall be performed. Cut-off levels for initial screen and confirmation assays shall comply with current or applicable SAMSHA cut-off levels.

The Commission requires that all pre employment hair drug testing is conducted at an approved collection site by trained individuals. The contractor must identify collection sites that conduct hair drug testing within the Commonwealth of Pennsylvania.

Using the list of Commission facilities in Appendix A, the contractor will provide the distance from each Commission location to the nearest collection site. This list must include the names, addresses and hours of operation for collection sites that perform hair drug testing.

**IV-4. Reports and Project Control.** The contractor will provide regular written reports and other documentation to ensure the needs of the Commission are being met. These reports may include:

**a. Task Plan.** A work plan for each task that identifies the work elements of each task, the resources assigned to the task, and the time allotted to each element and the deliverable items to be produced.

**b. Activity Report.** A quarterly progress report covering laboratory activities, problems, and recommendations; the report should be keyed to the work plan developed by the contractor in its proposal, as amended or approved by the Commission.

**c. Problem Identification Report.** An “as required” report, identifying problem areas. The report should describe the problem and its impact on the overall project and on each affected task. It should list possible courses of action with advantages and disadvantages of each, and include contractor recommendations with supporting rationale.

## **Addendum No. 1**

RFP # 09-10380-1890

Pre-employment Drug Testing Services

**Prospective Respondents: You are hereby notified of the following information in regard to the referenced RFP:**

### **QUESTIONS & ANSWERS**

No Questions were submitted in reference to the above RFP.

All other terms, conditions and requirements of the original RFP dated **June 30, 2009** remain unchanged unless modified by this Addendum.

## **Addendum No. 2**

RFP # 09-10380-1890

### **Pre-employment Drug Testing Services**

**Prospective Respondents: You are hereby notified of the following information in regard to the referenced RFP:**

#### **REVISIONS**

1. Page 7, Part II-8. D/M/WBE Participation.

**D/M/WBE Participation.** The Turnpike Commission is committed to the inclusion of disadvantaged, minority, and woman firms in contracting opportunities. Responding firms shall clearly identify DBE/MBE/WBE firms, expected to participate in this contract, in their Proposal. Proposed DBE/MBE/WBE firms must be certified by the Pennsylvania Department of General Services ([www.dgs.state.pa.us](http://www.dgs.state.pa.us)) or the Pennsylvania Unified Certification Program ([www.paucp.com](http://www.paucp.com)) at the time of the submission of the proposal. **Inclusion of D/M/WBEs will be a factor in the evaluation determination for this RFP. If further information is desired concerning DBE/MBE/WBE participation,** direct inquiries to the Pennsylvania Turnpike Commission's Contract Administration Department by calling (717) 939-9551 Ext. 4241.

All other terms, conditions and requirements of the original RFP dated **June 30, 2009** remain unchanged unless modified by this Addendum.

## Pennsylvania Turnpike Commission Locations and Addresses

### Administration Building Locations

Pennsylvania Turnpike Commission	Administration Building - Physical Address	700 South Eisenhower Blvd	Middletown	17057
Eastern Regional Office	Eastern Regional Office	251 Flint Hill Road	King of Prussia	19406
Western Regional Office	Western Regional Office	2200 North Center Avenue	New Stanton	15672

### Maintenance Department Locations

Dist 1 Maintenance Building	Gibsonia Maintenance Building	Milepost 39.62	Gibsonia	15044
Homewood Maintenance Building	Homewood Maintenance Building	Milepost 11.84	Wampum	16157
Gibsonia Maintenance Building	Gibsonia Maintenance Building	Milepost 39.62	Gibsonia	15044
Harrison City Maintenance Building	Harrison City Maintenance Building	Milepost 63.2	Irwin	15642
Donegal Maintenance Building	Donegal Maintenance Building	Milepost 88.7	Acme	15610
Amos K. Hutchinson - Greensburg	Amos K. Hutchinson - Greensburg	Milepost G07.2	Jeannette	15644
Jefferson Hills	Jefferson Hills Maintenance Building	Milepost 51.4	Large	15025
Dist 2 Maintenance Building	Everett Maintenance Building	Milepost 154.2	Everett	15537
Somerset Maintenance Building	Somerset Maintenance Building	Milepost 113.97	Somerset	15501
Kegg Maintenance Building	Kegg Maintenance Building	Milepost 132.34 West	Manns Choice	15550
Allegheny Tunnel	Allegheny Tunnel	Milepost 132.34	Manns Choice	15550
Everett Maintenance Building	Everett Maintenance Building	Milepost 154.42	Everett	15537
Burnt Cabins Maintenance Building	Burnt Cabins Maintenance Building	Milepost 186.0	Shade Gap	17255
Tuscarora Tunnel	Tuscarora Tunnel	Milepost 186.48	Shade Gap	17255
Blue/kitt Tunnel	Blue/Kitt Tunnel	Milepost 197.48	Shade Gap	17255
Dist 3 Maintenance Building	Bowmansville Maintenance Building	Milepost 288.3	Denver	17517
Newville Maintenance Building	Newville Maintenance Building	Milepost 214.2	Newville	17241
New Cumberland Maintenance Building	New Cumberland Maintenance Building	Milepost 243.84	New Cumberland	17070
Mt. Gretna Maintenance Building	Mt. Gretna Maintenance Building	Milepost 265.5	Manheim	17545
Bowmansville Maintenance Building	Bowmansville Maintenance Building	Milepost 288.3	Denver	17517
Dist 4 Maintenance Building	Plymouth Meeting Maintenance Building	Milepost 333.6	Plymouth Meeting	19462
Devault Maintenance Building	Devault Maintenance Building	Milepost 316.2	Malvern	19355
Plymouth Meeting Maintenance Building	Plymouth Meeting Maintenance Building	Milepost 333.6	Plymouth Meeting	19462
Trevose Maintenance Building	Trevose Maintenance Building	Milepost 353.05	Bensalem	19020
Dist 5 Maintenance Building	Pocono Maintenance Building	Milepost A94.72	White Haven	18661
Quakertown Maintenance Building	Quakertown Maintenance Building	Milepost A43.70	Quakertown	18951
Slatington Maintenance Building	Slatington Maintenance Building	Milepost A70.10	Slatington	18080
Lehigh Tunnel	Lehigh Tunnel	Milepost A70.74	Slatington	18080
Pocono Maintenance Building	Pocono Maintenance Building	Milepost A94.72	White Haven	18661
Wyoming Valley Maintenance Building	Wyoming Valley Maintenance Building	Milepost A114.50	Pittston	18640



# Pennsylvania Turnpike Commission Locations and Addresses

## Fare Collection Department Locations

Fare Collection Office District 1	Western Regionl Off (distr 1)	2200 North Center Avenue	New Stanton	15672
Fare Collection Office District 2	Milepost 154.2 (district Two)	1605 Ashcom Road	Everett	15537
Fare Collection Office District 3	Milepost 241.9 (District Three	R.D. #1	New Cumberland	17070
Fare Collection Office District 4	Milepost 330.1E (District Four	251 Flint Hill Road	King of Prussia	19406
Fare Collection Office District 5	Milepost A50.1 (District Five)	2952 Mountain Road	Slatington	18080
Fare Collection Office District 6	M.p. B33.8	Route 351	New Galilee	16141
Gateway Toll Barrier #1	Gateway Int. M.p. #2	M.P. 1.4, Burkey Road	Enon Valley	16120
Beaver Valley Interchange #2	Beaver Valley Int. #2	M.P. 12.8, Route 18	Beaver Falls	15010
Cranberry Interchange #3	Cranberry Int. #3	M.P. 28.4, R.D. #1	Mars	16046
Butler Valley Interchange #4	Butler Valley Int. M.p. 39	M.P. 39.1, R.D. #2	Gibsonia	15044
Allegheny Valley Interchange #5	Allegheny Valley Int. M.p. 48	M.P. 47.7, R.D. #2	Cheswich	15024
Pittsburgh Interchange #6	Pittsburgh Int. M.p. 57	M.P. 56.5, R.D. #1	Turtle Creek	15145
Irwin Interchange #7	Irwin Int. M.p. 67	M.P. 67.4, Route 30	Irwin	15642
Warrendale Interchange #3	Warrendale Int. M.p. 30	117 Plaza Lane	Warrendale	15086
New Stanton Interchange #8	New Stanton Int. M.p. 75	M.P. 75.5, Rt. 119 & 170	New Stanton	15672
Donegal Interchange #9	Donegal Int. M.p. 91	M.P. 90.7, Rt. 31 & 711	Donegal	15628
Somerset Interchange #10	Somerset Int. M.p. 110	M.P. 109.9, Water Works Road	Somerset	15501
Bedford Interchange #11	Bedford Int. M.p. 146	M.p. 145.5, Rd #2	Bedford	15522
Breezewood Interchange #12	Breezewood Int. M.p. 161	M.p. 161.4	Breezewood	15533
Fort Littleton Interchange #13	Fort Littleton Int. M.p. 180	M.P. 179.5, Route 522	Fort Littleton	17223
Willow Hill Interchange #14	Willow Hill Int. M.p. 180	M.p. 188.6, Rt. 75	Willow Hill	17271
Blue Mountain Interchange #15	Blue Mountain Int. M.p. 201	M.p. 201.3, Cumberland Hwy	Newburg	17240
Carlisle Interchange #16	Carlisle Int. M.p. 226	M.P. 226.3, Rt. 11	Carlisle	17013
Gettysburg Pike Interchange #17	Gettysburg Pike Int. M.p. 236	M.p. 236.1 & Rt. 15	Mechanicsburg	17055
Harrisburg West Interchange #18	Harrisburg West Int. M.p. 242	M.p. 242, R.d. #1	New Cumberland	17070
Harrisburg East Interchange #19	Harrisburg East Int. M.p. 247	M.p. 247.3, I283 & I76	Highspire	17034
Lebanon/lancaster Interchange #20	Lebanon-lancaster Int. M.p. 26	M.P. 266.4, 3018 Lebanon Road	Manheim	17545
Reading Interchange #21	Reading-lancaster Int. M.p.286	M.p. 286.4,	Denver	17517
Morgantown Interchange #22	Morgantown Int. M.p. 298	M.p. 298.3, Route 10	Morgantown	19543
Downingtown Interchange #23	Downingtown Int. M.p. 312	M.p. 312,	Uwchland	19480
Valley Forge Interchange #24	Valley Forge Int. M.p. 326	M.p. 326.3, Schuylkill Exp.way	King of Prussia	19406
Norristown Interchange #25	Norristown Int. M.p. 333	M.P. 333.1, Germantown Pike	Plymouth Meeting	19462
Fort Washington Interchange #26	Fort Washington Int. M.p. 339	M.P. 338.5, Route 309	Fort Washington	19034
Willow Grove Interchange #27	Willow Grove Int. M.p. 343	M.P. 342.9, Route 611	Willow Grove	19090
Philadelphia Interchange #28	Philadelphia Int. M.p. 351	M.P. 351.3, Route 1	Bensalem	19020
Delaware Valley Interchange #29	Delaware Valley Int. M.p. 358	M.P. 357.7, Route 13	Bristol	19007
Delaware River Bridge Interchange #30	Delaware River Bdg Int. Mp 359	M.p. 358.1	Bristol	19007
Mid-county Interchange #25-a	Mid County Int. M.p. 20	M.p. 333.15	Plymouth Meeting	19462
Lansdale Interchange #31	Lansdale Int. M.p. 31	M.p. A30.3, Rt. 63	Kulpsville	19443
Quakertown Interchange #32	Quakertown Int. M.p. 44	M.p. A43.9, R.d. #2, Box 342	Quakertown	18951
Lehigh Valley Interchange M.p. 32	Lehigh Valley Int. M.p. 56	M.P. A37.2, Rt. 22 Toll Road E	Allentown	18105
Mahoning Valley Interchange #34	Mahoning Valley Int. M.p. 74	M.p. A75.7, 1649 Int. Rd.	Lehighton	18235
Pocono Interchange #35	Pocono Interchange M.p. 95	M.p. A94.7, Junction I80 &	White Haven	18661
Wilkes-barre Interchange #36	Wilkes Barre Int. M.p. 105	M.p. A105.3, Rt. 115	Bear Creek	18601
Wyoming Valley Interchange #37	Wyoming Valley Int. Mp> 112	M.p. A112, Rt. 315	Pittston	18640

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Clarks Summit Interchange #39	Clark Summit Toll Pl. M.p. 131	M.p. A131, Exit 58 Off I81	Clark Summit	18411
Keyser Avenue Interchange #38	Keyser Avenue Int M.p. 122	Milepost A122, Keyser Ave.	Taylor	18517
California Interchange	California Interchange	M.P. 4.96, Mon-Fayette Express	Coal Center	15423
Coyle Curtain Road - M39	Ramp M39	Coyle Curtain Road	Charlerio	15022
Mon/fayette M52 - Jefferson Hills Mainline	Mainline M.p. 52		Jefferson Hills	15025
Mon/fayette Ramp M4	Ramp M4 - M.p. 4.3		Smithfield	15478
Mon/fayette Ramp M5	Ramp M5 - M.p. 4.96	Rubles Mill Road	Smithfield	15478
Mon/fayette Ramp M44	520 Cracker Jack Road		Monongahela	15063
Mon/fayette Ramp M48	3876 Finleyville-aroma Road		Gastonville	15336
Mt. Jackson Interchange	Mt. Jackson Interchange	M.P. B43.2, Route 108	New Castle	16102
North Toll 60	North Toll 60	Milepost B41.4	New Castle	16102
Moravia Interchange	Moravia Interchange	M.P. B39.5, Route 168	Wampum	16157
New Castle Interchange #1a	New Castle Int. #1A	M.P. B33.8, Route 351	New Galilee	16141
Beaver Falls Interchange	Beaver Falls Interchange	M.P. B30.7, Wallace Run Road	Beaver Falls	15010
South Toll 60	South Toll 60	M.P. B 28.9, Route 51	Beaver Falls	15010
Rt. 66 Interchange	Rt. 66 Interchange	Boquet Forbes Rd.	Delmont	15626
Rt. 130 Interchange	Rt. 130 Interchange	M.p. G7.77	Jeannette	15644
Rt. 30 Interchange	Rt. 30 Interchange	M.p. G6.30	Greensburg	15601
Mainline Interchange	Mainline Interchange, Rt. 66	M.p. G4.70	Greensburg	15601
Rt. 136 Interchange	Rt. 136 Interchange	M.p. G4.03	Greensburg	15601
Ramp 2mn	Imperial Route 3	M.p. 2	Imperial	15126
Ramp 4wx	Bald Knob	M.p. 4	Imperial	15126
Ramp 6rs	Route 22	M.p. 6	Bulger	15019