



Request for Proposal

Boone County Purchasing
601 E. Walnut Street, Room 208
Columbia, Missouri 65201

Melinda Bobbitt, CPPB, Director
Phone: (573) 886-4391 Fax: (573) 886-4390
E-mail: mbobbitt@boonecountymo.org

Proposal Number: 15-16MAR05
Commodity Title: **CLINICAL CHEMICAL TEST SERVICES**

DIRECT PROPOSAL FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT

Pre-Proposal Conference

Day / Date: THURSDAY – February 24, 2005
Time: 10:30 A.M. C.S.T
Location Boone County Johnson Building, Conference Room 213
601 E. Walnut
Columbia, MO 65201

Proposal Submission Address and Deadline

Day / Date: WEDNESDAY – March 16, 2005
Time: 10:30 A.M. C.S.T. (No late proposals will be accepted)
Location / Mail Address: Boone County Purchasing Department
Boone County Johnson Building
601 E. Walnut, Room 208
Columbia, MO 65201
Directions: The Johnson Building is located on the Northeast corner
at 6th Street and Walnut Street. Enter the building from
the East Side. Wheel chair accessible entrance is
available on the West side of the building.

Proposal Opening

Day / Date: WEDNESDAY – March 16, 2005
Time: Shortly after 10:30 A.M. C.S.T.
Location / Address: Boone County Purchasing Department
601 E. Walnut, Conference Room 213
Columbia, MO 65201

Proposal Contents

- 1.0: **Instructions and General Conditions**
- 2.0: **Introduction and General Information**
- 3.0: **Specifications**
- 4.0: **Proposal Submission Information**
- 5.0: **Response/Pricing Page**
- Exhibit A **Prior Experience**
- “No Bid” Response Form**



NOTICE OF REQUEST FOR PROPOSAL

Boone County is accepting Request for Proposals for the following:

BID #: 15-16MAR05 – CLINICAL CHEMISTRY TEST SERVICES

A pre-proposal conference has been scheduled for Thursday, February 24, 2005, at 10:30 a.m. in the Boone County Johnson Building, Conference Room 213, 601 E. Walnut, Columbia, Missouri.

Sealed proposals will be accepted until **10:30 a.m. on Wednesday, March 16, 2005** in the Boone County Purchasing Office, Boone County Johnson Building, Room 208, 601 E. Walnut Street, Columbia, MO 65201.

The Request for Proposal is scheduled to be opened shortly after 10:30 a.m. on Wednesday, March 16, 2005 in the Boone County Purchasing Department, Conference Room 213, 601 E. Walnut Street, Columbia, MO 65201.

Request for Proposals are available in the Purchasing Office and requests for copies may be made by phone (573) 886-4391; fax (573) 886-4390 or e-mail: mbobbitt@boonecountymo.org.

Interested persons may view and download further information on the Boone County Web Page at <http://www.showmeboone.com>.

Melinda Bobbitt, CPPB
Director of Purchasing

Insertion: February 16, 2005
COLUMBIA MISSOURIAN



1. INSTRUCTIONS AND GENERAL CONDITIONS

1.1 **Delivery of Proposals:** Sealed proposals, subject to Instructions and General Conditions and any special conditions set forth herein, will be received at the Boone County Purchasing office until the proposal closing date and time indicated herein for furnishing the County with the services as detailed in the following proposal.

- a) **Proposal Closing:** All proposals **MUST** be delivered before 10:30 A.M., C.S.T., on Wednesday, March 16, 2005 to:

Boone County Purchasing Department
Melinda Bobbitt, CPPB, Director
601 E. Walnut Street, Room 208
Columbia, Missouri 65201-4460

- b) **The County may reject any proposals received after 10:30 A.M.** and may return such late proposals to the Offeror.
- c) Offeror's should submit one (1) original, and five (5) copies of the proposal (total of six). Proposals will be opened publicly and names of Offerors will be read aloud.
- d) Proposals must be submitted in a sealed envelope identified with the proposal number and date of closing. List the proposal number on the outside of the box or envelope and note "Response for Proposal enclosed."
- e) If you do not care to submit a proposal, please return *Response Page* and note your reason. No fax or electronic transmitted bids will be accepted.
- f) If you have obtained this proposal document from our Web Page or from a source other than the Boone County Purchasing Department, please check with our office prior to submitting your proposal to ensure that you have a complete package. The Purchasing Department cannot be responsible for providing addenda if we do not have you on our Vendor list for this proposal.

1.2 . **Selection Process:**

- a) Proposals received will be reviewed for adequacy of content and experience. The County reserves the right to reject any or all proposals and to accept the proposal considered to be in the best interest of the County.
- b) The final selection will be based on the following criteria:

1. Proposed method of performance.
 2. Proven background and experience in the work required.
 3. References provided.
 4. Specific background and experience of the key people who will be involved in providing these services.
 5. Cost of services.
- c) Proposals will be opened and Offeror's names read aloud in the proposal opening on Wednesday, March 16, 2005 shortly after 10:30 A.M., C.S.T. at the following address:

Boone County Purchasing Department
Conference Room 213
601 E. Walnut Street
Columbia, Missouri 65201

- d) **Non-Exclusive Agreement Clause:** Proposals from several different contractors may be accepted by the County in order to assure adequate manpower will exist for numerous emergencies that may occur simultaneously. This is not an exclusive agreement that guarantees a given contractor all of the service required by the Sheriff Department, although the County does prefer to award a Prime Contractor.



2. INTRODUCTION AND GENERAL INFORMATION

2.1 Introduction:

2.1.1 This document constitutes a request for competitive, sealed proposals for provision of **Clinical Chemistry Test Services**, as set forth herein.

2.1.2 Organization – This document, referred to as a Request for Proposal (RFP), is divided into the following parts:

- 1) Instructions and General Conditions
- 2) Introduction and General Information
- 3) Scope of Services
- 4) Proposal Submission Information
- 5) Response/Pricing Page
- 6) Exhibit A – Prior Experience

2.2. Guideline for Written Questions:

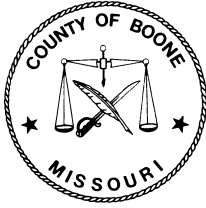
2.2.1 All questions regarding this Request for Proposal shall be submitted in writing. Questions must be mailed, faxed or e-mailed to the attention of Melinda Bobbitt, CPPB, Director of Purchasing. All such questions will be answered in writing, and such answers will be provided to all parties having obtained a Request for Proposal packet.

- a. Melinda Bobbitt, CPPB
Director of Purchasing
601 E. Walnut Street, Room 208
Columbia, Missouri 65201
Phone: (573) 886-4391
Fax: (573) 886-4390
E-mail: mbobbitt@boonecountymo.org

2.2.2 The responses and usage will become a part of a written addendum, which may be U.S. mailed, E-mailed, or faxed prior to proposal opening. The addendum will also be posted on our web site at www.showmeboone.com.

2.3. Pre-Proposal Conference

- 2.3.1. To assist interested Offerors in preparing a thorough proposal, a pre-proposal conference has been scheduled for Thursday, February 24, 2005 at 10:30 a.m. in the Boone County Johnson Building, 601 E. Walnut Street, Room 213, Columbia, MO 65201.
 - a. The Johnson Building is located on the Northeast corner at 6th Street and Walnut Street. Enter the building from the East Side. Wheel chair accessible entrance is available on the West side of the building.
- 2.3.2. All potential Offerors are encouraged to attend this conference in order to ask questions and provide comments on the Request for Proposal. Attendance is not mandatory to submit a response; however, Offerors are encouraged to attend since information relating to this RFP will be discussed in detail. Offerors should bring a copy of the RFP since it will be used as the agenda for the pre-proposal conference.
- 2.3.3. Offerors are strongly encouraged to advise the Purchasing Department of Boone County within five (5) days of the scheduled pre-proposal conference of any special accommodations needed for disabled personnel who will be attending the conference so that these accommodations can be made.



3. SCOPE OF SERVICES

3.1 Scope:

- 3.1.1 The County of Boone – Missouri, hereafter referred to as the *County*, intends to contract with a firm to provide **Clinical Chemistry Test Services**.

3.2 Background Information:

- 3.2.1 The Boone County Sheriff provides law enforcement services and operates the Boone County Jail. Boone County has a population of approximately 132,000 and contains 685 square miles. The Boone County Adult Detention Facility serves as a local detention facility for male and female inmates of various classifications. This includes pretrial, pre-sentence, sentenced, post-sentenced and civil commits. The facility detains and securely holds those inmates adjudicated to serve time for misdemeanor and felony offenses by the 13th Judicial Circuit, as well as those individuals eventually sentenced to service time in the Missouri department of Corrections.
- 3.2.2 **Scope:** Boone County desires to contract with a qualified laboratory to perform various clinical chemistry tests for the Boone County Adult Detention Facility (herein jail).
- 3.2.3 Additional information about the County of Boone – Missouri can be obtained from the following internet web site at: <http://www.showmeboone.com>
- 3.2.4 Although an attempt has been made to provide accurate and up-to-date information, the County of Boone – Missouri does not warrant or represent that the background information provided herein reflects all relationships or existing conditions related to this Request for Proposal.

3.3 Offeror's Qualifications:

- 3.3.1. All Offerors shall have been actively engaged in providing lab tests as specified in this Request for Proposal and must have been engaged in this type of testing for a period of no less than three years.
- 3.3.2. The County reserves the right to visit and inspect the contractor's laboratory and to perform such investigations as may be deemed necessary to insure that competent personnel and management will be utilized in the performance of this contract.

- 3.3.3. Offeror shall furnish proof of their qualifications and competency to perform the tests required in this proposal.
- 3.3.4. Offeror shall provide the names and telephone numbers of three firms they have provided similar lab tests for within the past two years.
- 3.3.5. Boone County reserves the right to check all references furnished and consider the response received in determining the award of this proposal.

3.4. Indemnity:

- 3.4.1. To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend the County, its directors, agents, and employees from and against all claims arising by reason of any act or failure to act, negligent or otherwise, of Contractor, (meaning anyone, including but not limited to consultants having a contract with Contractor or subcontractor for part of the services), of anyone directly or indirectly employed by Contractor, or of anyone for whose acts the Contractor may be liable, in connection with providing these services. This provision does not, however, require Contractor to indemnify, hold harmless, or defend the County of Boone from its own negligence.

3.5. Insurance:

- 3.5.1. The Contractor shall not commence work under this contract until they have obtained all insurance required under this paragraph and such insurance has been approved by the County. All policies shall be in amounts, form and companies satisfactory to the County which must carry an A-6 or better rating as listed in the A.M. Best or equivalent rating guide.
- 3.5.2. **Compensation Insurance** - The Contractor shall take out and maintain during the life of this contract, **Employee's Liability and Worker's Compensation Insurance** for all of their employees employed at the site of work, and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor.
- 3.5.3. Worker's Compensation coverage shall meet Missouri statutory limits. Employers' Liability limits shall be \$500,000.00 each employee, \$500,000.00 each accident, and \$500,000.00 policy limit. In case any class of employees engaged in hazardous work under this Contract at the site of the work is not protected under the Worker's Compensation Statute, the Contractor shall provide and shall cause each subcontractor to provide Employers' Liability Insurance for the protection of their employees not otherwise protected.
- 3.5.4. **Comprehensive General Liability Insurance** - The Contractor shall take out and maintain during the life of this contract, such comprehensive

general liability insurance as shall protect them from claims for damages for personal injury including accidental death, as well as from claims for property damages, which may arise from operations under this contract, whether such operations be by themselves or by anyone directly or indirectly employed by them. The amounts of insurance shall be not less than \$2,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death.

- 3.5.5. **COMMERCIAL Automobile Liability** – The Contractor shall maintain during the life of this contract, automobile liability insurance in the amount of not less than \$2,000,000.00 combined single limit for any one occurrence, covering both bodily injury, including accidental death, and property damage, to protect themselves from any and all claims arising from the use of the Contractor’s own automobiles, teams and trucks; hired automobiles, teams and trucks; and both on and off the site of work.
- 3.5.6. **Proof of Coverage of Insurance** - The Contractor shall furnish the County with Certificate(s) of Insurance which name **the County of Boone – Missouri as additional insured** in an amount as required in this contract and requiring a thirty (30) day mandatory cancellation notice. In addition, such insurance shall be on an occurrence basis and shall remain in effect until such time as the County has made final acceptance of the project.
- 3.5.7. If any medical services are provided by employees or subcontractors of the Contractor, the following insurance in a form acceptable to the County is also required:
- 3.5.7.1. Professional Liability/Medical Malpractice coverage with limits of at least \$1,000,000. Contractor or subcontractor shall continue to maintain such insurance, covering incidents occurring or claims made, for a period of three years after substantial completion of the contract.
- 3.5.8. The Contractor shall assure that all subcontractors performing services in accordance with this Request for Proposal carry identical coverage as shown above, either individually or as an additional insured on the policies of the Contractor. Exceptions may be made only with the approval of the County.
- 3.5.9. The contractor shall not commence work under the contract until evidence of all required coverage is received and accepted by the County. Further, the contractor shall not reduce or cancel or change any of the required coverage without 60 days notice of such change to the County.
- 3.5.10. Failure to provide and continue in force such insurance as required above shall be deemed a material breach of the contract and shall operate as an immediate termination thereof.

3.6. Submission of Offeror’s Documents: In responding to this request for proposal, each Offeror shall include, as a minimum:

- 3.6.1. Offeror's credentials: Offeror shall provide, in detail, their credentials and qualifications in the field of providing laboratory analyses services. Include information which documents successful and reliable experience to past performances related to the requirements of this request for proposal. Include a description of the Offeror's business history and number of years in operation.
- 3.6.2. A list of three account references who have used or are currently using laboratory services offered by the Offeror which are similar to the requirements of this Request for Proposal. Failure to do so may be cause for rejection of proposal. The list shall include:
 - a. Company Name and Address;
 - b. Contract Manager and Telephone Number;
 - c. Type of Analysis.
 - d. Additional brief facts concerning your organization which you feel are critical in evaluating your proposal.
 - e. Rates for the services as outlined in the proposal. Price may not be determining factor for award. Offeror should specify whether or not they are bidding the Medicaid rate. If not bidding the Medicaid rate, Offeror should specify what percentage above or below the Medicaid rate they are bidding.
- 3.6.3. To assure a uniform review process and to obtain the maximum degree of comparability, each proposal response shall be presented in the order of the above. Failure to do so may be cause for rejection of proposal response.
- 3.6.4. **Billing and Payment:** Invoices should be submitted monthly to Boone County for payment, which will be made 15 days after receipt of a correct and valid invoice. The billing address is: Boone County Sheriff Department, 2121 County Drive, Columbia, MO 65202.
- 3.6.5. Each invoice shall include the following information:
 - a. Purchase Order Number or Bid or Contract Number;
 - b. Date Each Test Performed;
 - c. Name of Individual;
 - d. Specimen Pick-Up Site; and
 - e. Payment Terms
- 3.6.6. The contractor shall be paid once a month for services performed the previous month during the contract period.
- 3.6.7. All amount(s), cost or prices referred herein pursuant to this contract shall be United States of America Currency.

3.7. Contract Terms and Conditions:

- 3.7.1. The successful Offeror is prohibited from assigning, transferring, conveying, subletting, or otherwise disposing of this agreement or its rights, title or interest therein, or its power to execute such agreement to any other person, company or corporation without the prior consent and approval in writing by the County.
- 3.7.2. Offeror must clearly state any restrictions or deviations from these specifications. In the absence of such statement, the County will assume that all items/services offered are in strict compliance with the technical and financial requirements, contract terms and conditions as described in these specifications. The proposal of the Contractor will be included as part of the final contract.

3.8. Contract Period:

- 3.8.1. The contract period with the successful firm shall begin following Boone County Commission approval of the recommended proposal, as finalized, and continue through implementation of the application.
 - 3.8.2. The contractual period shall be for a one (1) year term effective April 1, 2005 through March 31, 2006 with up to four (4) additional one (1) year automatic renewal terms to the successful firm for the terms and prices proposed, or as negotiated. The contract renews yearly on an automatic basis subject to County Commission approval of each operation's budget.
 - 3.8.3. **Cancellation Agreement:** The County reserves the right to cancel the contract without cause by giving not less than thirty (30) days prior notice to the Contractor in writing of the intention to cancel, or with cause, if at any time the Contractor fails to fulfill or abide by any of the terms or conditions specified. Failure of the Contractor to comply with any of the provisions of this contract may be considered a material breach of contract and shall be cause for immediate termination of the contract at the discretion of Boone County. Boone County may allow Contractor reasonable opportunity to cure material breach, but is not required to do so.
 - 3.8.4. **Fiscal Non-Funding Clause:** In the event sufficient budgeted funds are not available for a new fiscal period, the County shall notify the provider of such occurrence and contract shall terminate on the last day of current fiscal period without penalty or expense to the County.
- 3.9. **Specifications:** Contractor shall perform various clinical chemistry/hematology tests as per the following specifications:
- 3.9.1. Estimated quantity is 600 tests per year. Boone County does not guarantee minimum tests requested per year. The County reserves the right to increase or decrease tests requested as requirements dictate.

3.9.2. Contractor to pick up specimens at the following site:

Boone County Jail
2121 County Drive
Columbia, MO 65202

3.9.3. Describe method of communicating lab results. (i.e. test results are mailed, faxed, or phoned to the Sheriff Department as deemed appropriate by the Sheriff Department personnel).

3.9.4. Describe how often Contractor picks up specimen samples.

3.9.5. Describe turn-around time options. Include normal turn-around time and also describe how Contractor handles a “stat” order.

3.9.6. State if there is a minimum number of specimen samples required before Contractor will issue a pickup.

3.9.7. Describe Offeror’s hours of operation and the hours that a delivery driver is available.

3.9.8. The following is a list of tests that may be required. Other tests required but not listed will be charged at the same rate.

3.9.8.1. Chemistry Profiles:

- a. A/G Ratio
- b. Basic
- c. Chemistry
- d. Electrolytes 1 (no CO₂)
- e. Electrolytes 2 (with CO₂)
- f. Hepatic Function
- g. Iron
- h. Lipid
- i. Thyroid

3.9.8.2. Chemistry Individual Tests (RT/SST):

- a. Albumin
- b. Alkaline Phosphatase
- c. ALT (SGPT)
- d. Amylase
- e. AST (SGOT)
- f. Bicarbonate (CO₂), SST Unopened
- g. Bilirubin, Total
- h. Bilirubin, Direct
- i. Calcium, Total
- j. Chloride
- k. Cholesterol, HDL

- l. Cholesterol, LDL (Order Lipid Profile)
- m. Cholesterol, Total
- n. Creatinine
- o. Ferritin
- p. GGTP
- q. Glucose, GT
 - i. Fasting
 - ii. 1 Hour
 - iii. 2 Hour
- r. Random
- s. Glycohemoglobins, LT
- t. HCG (Pregnancy), Serum
- u. HCG (Pregnancy), Urine Jar
- v. Iron
- w. Iron Binding Capacity, Total (TIBC)
- x. Iron, % Saturation (Order Iron Profile)
- y. Lactate Dehydrogenase (LDH)
- z. Magnesium
- aa. Phosphorus
- bb. Potassium
- cc. Protein, Total, Serum
- dd. Sodium
- ee. T₄ (Thyroxine), Free
- ff. T₄ (Thyroxine), Total
- gg. Triglycerides
- hh. TSH (Thyroid Stimulating Hormone)
- ii. T-Uptake (T₃)
- jj. Urea Nitrogen (BUN)
- kk. Uric Acid
- ll. CMP
- mm. Hemme Profile
- nn. Carbamazepine
- oo. BMP
- pp. Wound Culture
- qq. Culture Sensitivity
- rr. Organism
- ss. Amylase
- tt. Lipase
- uu. Beta Strep Culture
- vv. Phentoin
- ww. PSA
- xx. Hepatitis panel

3.9.8.3. Drugs of Abuse (Urine, 2 Jars, 60 ml):

3.9.8.3.1. Screen 1 - Confirm:

- a. Amphetamines
- b. Cannabinoids

- c. Cocaine Metabolite
- d. Opiates
- e. Phencyclidine (PCP)

3.9.8.3.2. Screen II, Confirm (Includes Screen I):

- a. Barbituates
Benzodiazepines
- b. Methadone
- c. Propoxyphene

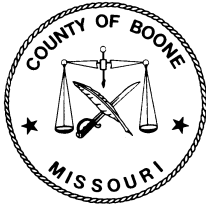
3.9.8.3.3. Toxicology Screen, Urine (Does Not Include Drugs In Screen I and II).

3.9.8.3.4. Drugs, Therapeutic, RT Only:

- a. Amitriptyline (Elavil)
- b. Carbamazepine (Tegretol)
- c. Desipramine (Norpramin)
- d. Digoxin
- e. Imipramine (Tofranil)
- f. Lithium
- g. Nortriptyline (Pamelor)
- h. Phenobarbital (Luminal)
- i. Phenytoin (Dilantin)
- j. Primidone (Mysoline)
- k. Theophylline (Aminophylline)
- l. Valproic Acid (Depakene/Depakote)

3.9.8.3.5. Hematology, LT:

- a. CBC (WBC, RBC, HGB, HCT, Indices)
- b. CBC + Differential Count, Automated
- c. CBC + Differential Count, Manual (Glass Slide)
- d. Differential Count, Automated
- e. Differential Count, Manual (Glass Slide)
- f. Hematocrit
- g. Hemoglobin
- h. Platelet Count
- i. Reticulocyte Count
- j. WBC (White Blood Cell Count)
- k. Urinalysis, Jar, 30 ml



4. PROPOSAL SUBMISSION INFORMATION

4.1. RESPONSE TO PROPOSAL

4.1.1. Submission of Proposals:

4.1.1.1. When submitting a proposal, the Offeror should include the **original and five (5) additional copies**.

a. The Offeror shall submit the proposal to:

Boone County Purchasing Department
Attn: Melinda Bobbitt, CPPB, Director of Purchasing
601 E. Walnut Street, Room 208
Columbia, MO 65201

b. **The proposals should be delivered no later than 10:30 a.m. on March 16, 2005. Proposals may not be accepted after this date and time.**

4.1.1.2. The method by which the proposed method of performance is written will be left to the discretion of the Offeror. To facilitate the evaluation process, the Offeror is encouraged to organize their proposal into distinctive sections that correspond with the individual evaluation categories described herein. The Offeror should address each specific paragraph and subparagraph of the scope by paragraph and page number as an item for discussion. Immediately below these numbers, write descriptions of how, when, by whom, with what, to what degree, why, where, etc.

a. Each distinctive section should be titled with each individual evaluation category and all material related to that category should be included therein.

b. The signed response page from the original Request for Proposal and all signed amendments should be placed at the beginning of the proposal.

c. The Proposal must, at a minimum, address all mandatory and desired services, equipment, materials, etc. Responses will fully describe how the service will be performed.

4.1.1.3. The Offeror is cautioned that it is the Offeror's sole responsibility to submit information related to the evaluation categories, and that the County is under no obligation to solicit such information if it is not included with the proposal. The Offeror's failure to submit such information may cause an adverse impact on the evaluation of the proposal. Any Offeror whose responses deviate from the outlined specifications may automatically be disqualified.

4.1.2. Competitive Negotiation of Proposals: The Offeror is advised that under the provisions of this Request for Proposal, the County reserves the right to conduct negotiations of the proposals received, or to award a contract without negotiations.

4.1.3. Phase I: Offeror's overall response to this Request for Proposal should include but not limited to the following:

1. A brief description of the firm.
2. The qualifications and background of the firm, including the Offeror's experience conducting this service requirement.
3. A summary of any arrangements that will be made with any other firm for assistance on this service.
4. A list of key personnel to be involved in the service(s).
5. A list of similar work performed for other counties or agencies, including a description of work and the name of the county or agency, and the action taken as a result of the work. A list of references should be included.
6. Offeror's ability to perform the service in the time frame required.
7. The Offeror should submit a copy of all licenses, certifications, accreditation, and/or permits, which may be required by state, federal, and/or local law, statute, or regulation in the course of conduct of the Offeror's business. If not submitted with the proposal, the County reserves the right to request and obtain a copy of any license or certification required to perform the defined services prior to contract award.
8. Price for the services outline in the proposal. Price may not be the sole determining factor for award.

4.1.4. Phase II: The Offeror(s) may be interviewed by a panel or the County's project manager to answer questions relative to the service required. If, in the County's opinion, the interviewee does not communicate effectively the matters of concern to the County's satisfaction, the County may select the next responsible Offeror and so forth.



5. **Response/Pricing Page**

In compliance with this Request for Proposal and subject to all the conditions thereof, the Offeror agrees to furnish the services/equipment/supplies requested and proposed and certifies he/she has read, understands, and agrees to all terms, conditions, and requirements of this proposal and is authorized to contract on behalf of the firm named below.

Company Name: _____

Address: _____

Telephone: _____ Fax: _____

Federal Tax ID (or Social Security #): _____

Print Name: _____ Title: _____

Signature: _____ Date: _____

Note: This form must be signed. All signatures must be original and not photocopies.

The Offeror shall provide a firm, fixed price for the Original Contract Period. All costs associated with the required services/equipment shall be included in the prices.

5.1. Clinical Chemical Test Services Pricing

Pricing the Medicaid Rate:	_____ Yes _____ No
If Not Pricing the Medicaid Rate, Provide Pricing Percentage Below or Above Medicaid Rate:	a. Percentage Below: _____% b. Percentage Above: _____%
Proposed Laboratory Address:	_____ _____ _____

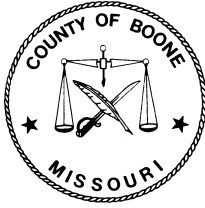


EXHIBIT A

PRIOR EXPERIENCE

(References of similar services for governmental agencies are preferred)

1. Prior Services Performed for:

Company Name:

Address:

Contact Name:

Telephone Number:

Date of Contract:

Length of Contract:

Description of Prior Services (include dates):

2. Prior Services Performed for:

Company Name:

Address:

Contact Name:

Telephone Number:

Date of Contract:

Length of Contract:

Description of Prior Services (include dates):

3. Prior Services Performed for:

Company Name:

Address:

Contact Name:

Telephone Number:

Date of Contract:

Length of Contract:

Description of Prior Services (include dates):



"No Bid" Response Form

Boone County Purchasing
601 E. Walnut, Room 208
Columbia, MO 65201

Melinda Bobbitt, Director
(573) 886-4391 – Fax: (573) 886-4390



"NO BID RESPONSE FORM"

**NOTE: COMPLETE AND RETURN THIS FORM ONLY IF YOU DO NOT WANT TO
SUBMIT A PROPOSAL**

If you do not wish to respond to this proposal request, but would like to remain on the Boone County vendor list **for this service/commodity**, please remove form and return to the Purchasing Department by mail or fax.

If you would like to FAX this "No Bid" Response Form to our office, the FAX number is (573) 886-4390.

RFP: 15-16MAR05 – Clinical Chemical Test Services

Business Name: _____

Address: _____

Telephone: _____

Contact: _____

Date: _____

REASON(S) FOR NOT SUBMITTING A PROPOSAL:

