OKLAHOMA
Office of Management
& Enterprise Services

Amendment of Solicitation

Date of Issuance: 9/9/20 **Solicitation No.** 48941

Requisition No. 48941 **Amendment No.** 1

Hour and date specified for receipt of offers is changed: ☒ No ☒ Yes, to: September 22, 2020 3: 00 CST

Pursuant to OAC 260:115-7-30(d), this document shall serve as official notice of amendment to the solicitation identified above. Such notice is being provided to all suppliers to which the original solicitation was sent.

Suppliers submitting bids or quotations shall acknowledge receipt of this solicitation amendment prior to the hour and date specified in the solicitation as follows:

Sign and return a copy of this amendment with the solicitation response being submitted; or,

If the supplier has already submitted a response, this acknowledgement must be signed and returned prior to the solicitation deadline. All amendment acknowledgements submitted separately shall have the solicitation number and bid opening date in the subject line of the email.

ISSUED FROM:

Vernon Glover	405-879-2648	Vernon.glover@osbi.ok.gov
Contracting Officer	Phone Number	E-Mail Address

RETURN TO:

Description of Amendment:

a. This is to incorporate the following:

Question:
A.2.4. Due to COVID-19, we respectfully request the OSBI consider allowing only electronic delivery of response.
Answer:
The OSBI will accept the technical portion of the bid (Section E) by electronic submission via Flash Drive, CD, DVD. The OSBI would request that the "Purchasing Documents" such as this addendum be responded to and returned in "hard copy" format. NO E-MAIL PLEASE.

Question:
Attachment A: On the pricing sheet should we include pricing for the renewal term?
Answer: A revised corrected Attachment A has been included with this Amendment.

Question:
Bidder Information Sheet: What is the Supplier ID on the Bidder Information Sheet? Do we need to submit paperwork to obtain this?
Answer: The Supplier ID is the vendor's ID# in the State of Oklahoma's Peoplesoft System. No, you do not have to already have this number before submitting your bid. Please leave this blank empty. The OSBI Purchasing Section will make sure the vendor selected for this contract is in the system before award.

Question:
Bidder Information Sheet: If we do not have a Sales Tax Permit, do we need to obtain one prior to submitting the response or is it ok to obtain upon award?
Answer: You do not have to have an Oklahoma Sales Tax Permit number to submit a bid. It will be the winning bidder's responsibility to check with the Oklahoma Tax Commission to see if this permit is applicable to their company before a contract is issued.

Question:

C.1.2. What are the confidentiality requirements set forth by OSBI? Is there a form the vendor needs to complete?
Answer:
A confidentiality and non-disclosure form will need to be signed by the awarded vendor.

Any information concerning or relating to any investigation of the OSBI is confidential and not open to the public pursuant to 74 Oklahoma Statutes §150.5(d). Unauthorized disclosure of any such information shall constitute a misdemeanor offense.

No laboratory case information can be released to anyone other than OSBI or without OSBI's direct approval. The vendor must meet confidentiality in OSBI Criminalistics Division Policies, which align with the ISO/IEC 17025:2017 and AR3125

Below is a quote from the OSBI Forensic Biology Unit Policy:

Except as otherwise provided by state or federal law, reports, case files, DNA records, and databases shall be confidential.[1] The OSBI forensic biology units shall follow OSBI CSD QP 16.1 (Control of Records) and QP 33 (Release of Case Information) to:

- *Ensure the privacy of the reports, case files, DNA records, and databases;*
- *Release reports, case files, DNA records, and databases, in accordance with applicable state or federal law; and*
- *Release personally identifiable information in accordance with applicable state and federal law.*

The OSBI Criminalistics Services Division Policies and Procedures can be found on the OSBI website at:
https://osbi.ok.gov/forensic-services/quality-system-overview

Question:
Does OSBI anticipate sending a batch less than 100 at the start date to work through initial vendor setup and processing protocols?
Answer:
C.2.1. states "Vendor shall receive cases in quantities and intervals specified by the OSBI in consultation with the vendor upon award of contract." The size of the batches have not been determined, but we will work with the vendor, after the contract is awarded, to determine exactly how many kits to send and when to send them.

Question:
C.2.4. & C.2.5.: Would the OSBI be amenable to receiving frozen extracts back in cryoboxes instead of the heat sealed pouches inside manila envelopes?
Answer: No, the OSBI would not be amenable to receiving frozen extracts back in cryoboxes.

Question:
C.3.1.: What does the OSAKTS training entail?
Answer: The current training is a PowerPoint with a phone call if needed for any questions. During the training the vendor lab will receive a user ID and password to log into the system and learn how to receive a kit and send a kit. The OSBI does have an OSAKTS Administrator that will be available at any time for questions during training or at any time during the contract.

Question:
C.4.1.5. Will the OSBI accept the use of blue tamper resistant evidence tape to seal evidence?
Answer: Yes. Any Color would be acceptable as long as it was tamper resistant.

Question:
C.4.1.9 – States when necessary, based on quantitation results and PCR kit(s) used, an extract shall be concentrated along with an associated reagent blank and amplified in its entirety – Is concentration of extracts required for the contract?
Answer: Yes, "*when necessary*" to maximize the potential allelic information obtained in samples with low-quantity DNA per C.4.1.9: "…When necessary, based on quantitation results and PCR kit(s) used, an extract shall be concentrated along with an associated reagent blank and amplified in its entirety. The final concentration volume of a reagent blank (or sample) used for amplification may not be less than the maximum volume of the amplification kit to be used."

Question:
C.4.1.9 - is it acceptable to proceed to amplification for samples outside the standard curve range of the quantitation with requant at a dilution performed as needed at the analyst's discretion (i.e. if a single source known reference produces a full profile then no need to re-quantify)?
Answer: No, C.4.1.9 "If the results of the quantitation are outside the range of the standards, then the test shall be repeated, taking appropriate steps to bring the sample(s) within the range (i.e. dilute and re-quantitate)."

Question:
C.4.1.10: Can the OSBI clarify as to when they would prefer Y-STR testing over autosomal STR testing or is this determined by the Vendor laboratory's validation, SOPs, etc.? The pricing scenarios indicate testing of STR or Y-STR. Are there situations in which OSBI may want both STR and Y-STR analysis performed on a case? If so we suggest adding a price for additional amplification technology to the pricing table in the section for "rates for any case which requires additional testing".
Answer: Autosomal testing with Globalfiler is the preferred process if male:female ratio is suitable. If a CODIS eligible or equivalent DNA profile or component of mixture can be obtained, then YSTR testing is not necessary. In some instances, if only a limited partial male minor component is obtained through autosomal testing, we may require Y-STR testing. This selection of amplification kit may be based on vendor laboratory's validations and SOPs. Number 10 has been added to revised Attachment A for Additional Amplification Technology for any case which requires additional testing.

Question:
Are any other validated autosomal kits acceptable (e.g. Powerplex Fusion)?
Answer: C.4.1.10 "The vendor shall perform nuclear DNA testing with STR Globalfiler PCR Amplification Kit and or Y-STR Yfiler Plus PCR Amplification Kit for samples using full-volume amplification…" These are the only kits that are acceptable.

Question:
Are any other validated Y-kits (e.g. Y-Filer, Powerplex Y-23) acceptable?
Answer: C.4.1.10 "The vendor shall perform nuclear DNA testing with STR Globalfiler PCR Amplification Kit and or Y-STR Yfiler Plus PCR Amplification Kit for samples using full-volume amplification…" These are the only kits that are acceptable.

Question:
C.4.1.10.2 – If the first amplification attempt already meets the laboratory's validated target input for Globalfiler, or if the maximum input volume was amplified in the first attempt and all alleles are not above stochastic threshold, is a second attempt required at the same target and/or total input?
Answer: C.4.1.10.1 "The vendor shall attempt to obtain a fully interpretable DNA profile, with all alleles above vendor laboratory-defined stochastic threshold at the 20 expanded CODIS core loci, at a minimum, for all amplified samples (questioned and known samples)."
C.4.1.10.2 "If the first amplification attempt is not successful (as defined above) and available extract remains, the vendor shall re-amplify sample(s) as needed in an effort to obtain full profiles. This testing shall be performed at the vendor's expense."
If sufficient extract remains, vendor should attempt to re-amplify at an increased target/input in an effort to obtain full profiles. Reference C.4.1.9 "When necessary, based on quantitation results and PCR kit(s) used, an extract shall be concentrated along with an associated reagent blank and amplified in its entirety. The final concentration volume of a reagent blank (or sample) used for amplification may not be less than the maximum volume of the amplification kit to be used." Concentration of extract/associated reagent blank may be necessary when applying C.4.1.10.2.

Question:
C.4.1.10.3.: Does the OSBI intend to utilize, or approve the Vendor to utilize, GeneMapper ID-X software version 1.6 for compatibility with Windows 10 given that Windows 7 will no longer be supported?
Answer: The OSBI is working to purchase version 1.6 and would approve a Vendor to utilize 1.6 if they have completed the QAS requirements for this software.

Question:
C.4.1.11: If a major component profile can be deduced from a multi-person DNA mixture profile of more than three sources, will the OSBI allow this interpretation?

Answer: Generally, as long as there is scientific support for the mixture deduction (not using data from known reference samples), the major component may be able to be interpreted. The minor component will not be interpreted.

Question:
C.4.1.12.: Can OSBI provide any additional information regarding the OSBI Stats program that will be required? A description of the program and what level of training may be required by the Vendor would be helpful.
Answer: The OSBI Stats is an Excel based program that calculates statistics for the Caucasian, African American, and Hispanic population groups using allele frequencies from the National Institute of Standards and Technology (NIST) 2017 revised Short Tandem Repeat DNA Internet Database (STRBase).
A detailed user's guide is available that can be provided and additional training can be coordinated with the vendor, if necessary. Format can be determined at a later date depending on the level of training necessary. (A phone call/walk-thru would probably suffice.)

Question: C.4.1.12 - would the laboratory's internal stats program be acceptable if performance check data is provided for review?
Answer: No, the OSBI Stats will need to be used for any statistics that are reported.

Question:
C.4.1.15: Efficiencies can be gained in the laboratory when all or many cases are received at the start of the project and the Vendor laboratory reports data monthly based on a mutually agreeable project plan rather than starting new batches every month with a 60 day turnaround time. This type of model can allow for a greater monthly capacity and faster overall project completion. Would the OSBI be amenable to this alternative plan? If so, could this option be added to Attachment B as the monthly capacity would be different than a 60 day batch capacity.
Answer: The OSBI would be amenable to this alternative plan. C.2.1. states "Vendor shall receive cases in quantities and intervals specified by the OSBI in consultation with the vendor upon award of contract." We plan to work with the vendor, after award, to determine what works best for this project. Attachment B requests the number of SAKits that may be completed in a 60 day period, given vendor's other caseload so that OSBI can compare between vendors using the same metric. Feel free to add an alternative capacity to Attachment B.

Question:
C.4.2.1: How many and which orifice swab samples are included in the typical OSBI SAK (i.e. three – vaginal, anal, and oral swabs)?
Answer: Current SA kits in Oklahoma include four types of orifice swabs: vaginal, external genitalia, anal, and oral. Current kits generally have two of each of these swabs. Older sexual assault kits generally have contained two to four vaginal swabs and two swabs of each other location. SAKs are subject to variability and dependent upon what evidence is collected and included in the SAKs during SANE exams.

Question:
C.5.14 Notes that the OBSI Forensic Biology Discipline Technical Manager shall be notified no later than 2 business days of the discovery of any contamination observed in the course of analysis of samples under this contract. Would the vendor lab have the ability to perform initial troubleshooting on this possible contamination prior to notification?
Answer: Yes, the vendor can perform initial troubleshooting on the possible contamination prior to notification, however if this process takes longer than 2 business days, the OSBI will still need to be notified within 2 business days. If not completed/resolved, troubleshooting should continue after notification.

Question:
C.6.3.7.: This section is incomplete. Please add what needs to be included.
Answer:
C.6.3.7: Documentation of casework specific samples, including

i. Documentation of packaging and evidence sampling
ii. Rationale for any samples where analysis was stopped (e.g. no male DNA, Y-STRs recommended but no suspect known available for comparison, etc.)
iii. Amplification results for all amplified casework extracts
iv. Documentation of all interpretation of questioned samples, including major/minor determination and deduction based on a known contributor. Preference given to vendors who can provide questioned sample documentation in both bench notes and a GMID-X v.1.5 project.
v. Statistical calculations, if applicable, for single source or mixture sample inclusionary statements.
vi. Electronic copy of all raw data folders from genetic analysis.

Instead of

C.6.3.7 Documentation of casework specific samples, including

C.6.3.8 Documentation of packaging and evidence sampling

C.6.3.9 Rationale for any samples where analysis was stopped (e.g. no male DNA, Y-STRs recommended but no suspect known available for comparison, etc.)

C.6.3.10 Amplification results for all amplified casework extracts

C.6.3.11 Documentation of all interpretation of questioned samples, including major/minor determination and deduction based on a known contributor. Preference given to vendors who can provide questioned sample documentation in both bench notes and a GMID-X *v1.5* project

C.6.3.12 Statistical calculations, if applicable, for single source or mixture sample inclusionary statements

C.6.3.13 Electronic copy of all raw data folders from genetic analysis

Question:
C.6.3.11: Can the OSBI please clarify what they are looking for with respect to "Preference will be given to vendors who can provide questioned sample documentation in both bench notes and a GMID-X v.1.5 project." What information for interpretation is OSBI expecting to see in the electronic GMID-X project?
Answer: All data for a case in a GMID-X project for review but additional documentation, such as DNA Tables with tabulated DNA results (profiles) compiled in bench notes for reference without having to refer directly to GMID-X project every time.

Question:
E.6. Given the large number of qualified personnel, would it be acceptable to provide this information in a table format, listing the name, title, number of years' experience, anticipated role on the project and area of competency? If educational qualifications and all competency memos are required to be submitted, this will be a very large number of documents. Alternatively, can this information be submitted for a smaller number of personnel to demonstrate that at least two are qualified for each type of testing and analysis?

Answer: A hyperlinked table or something similar would be nice.

These documents are needed to allow the Forensic Biology Technical Lead to review per QAS Standard 17. The OSBI requires these documents be submitted for any analyst the vendor determines will be performing testing or tech reviews on OSBI cases (not for those that will not be). If additional qualified personnel are added to the project at a later date, the vendor would need to submit these documents for review prior to this person working on OSBI cases.

Question:
E.10: Given the voluminous nature of these documents, will it be acceptable to provide these upon award rather than with the proposal? If they must be submitted with the proposal, is it acceptable to send only electronically and not hard copy?
Answer: Per E.10, only validations or performance checks for technologies, equipment and methods utilized on OSBI Casework need to be provided. The OSBI Lab would prefer this data in electronic format over hard copy. Please Note: The Purchasing Section still requires hard copies of the Responding Bidder Information, Certification for Competitive Bid and/or Contract and Attachments A-C.

Question:
Will the vendor laboratory need to validate OSBI stats? What's an acceptable time frame for the validation?
Answer: Determination to be made by vendor for purposes of their casework analysis in accordance with their policies/procedures and 2020 QAS, effective July 1, 2020, including Standard 8.8.

Question:
What does the OSBI consider a reasonable vendor start date for processing?
Answer: When a vendor lab is able to start our project will be evaluated when awarding the bid.

Question:
Attachment A Price Sheet: Attachment A Price Sheet includes two Line Item #8s.
Answer: The second #8 should have been #9. This has been corrected on Revised Attachment A.

Question:
Attachment A Price Sheet: What is OSBI's expected turnaround time for *expedited processing* listed on Attachment A Price Sheet Line Item #8? Also, what is the expected frequency of such requests?
Answer: Expedited processing would be completing analysis on an SAK and having results to the OSBI within 2 weeks. The OSBI does not anticipate requiring expedited processing as we do not intend to send any cases where we are aware of an upcoming court date. Many of the kits will be part of the untested kit backlog. However, if a court date comes up that we were not aware of it could become necessary.

Question:
Attachment A Price Sheet: Would the OSBI be interested in receiving prices for additional services such as Forensic Genetic Genealogy or other case types?
Answer: These additional services will not be evaluated when awarding this contract.

b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**)		Date
Authorized Representative Name (**PRINT**)	Title	Authorized Representative Signature

REVISED Attachment A

Price Sheet

Each vendor shall provide a price for each and every enumerated item within the list below. Failure to do so may result in the Vendor's submission being deemed non-responsive. If there is no additional cost for addition testing, the vendor shall write "No Cost" in the price box for that item.

Item #	Description	Price Initial Year	Price 1st option to renew	Price 2nd option to renew	Price 3rd option to renew	Price 4th option to renew
1	SAK with female victim—up to 3 Questioned Samples analyzed by Y-screen, 0 samples forwarded for DNA analysis					
2	SAK with female victim—up to 3 Questioned Samples analyzed by Y-screen, 1 sample forwarded for DNA analysis, and victim reference sample if provided					
3	SAK with female victim—up to 3 Questioned Samples analyzed by Y-screen, 2 samples forwarded for DNA analysis, and victim reference sample if provided					
4	SAK with female victim—up to 3 Questioned Samples analyzed by Y-screen, 3 samples forwarded for DNA analysis, and victim reference sample if provided					
5	SAK with male victim—1 Questioned Samples forwarded for DNA analysis and victim reference sample if provided					
6	SAK with male victim—2 or 3 Questioned Samples forwarded for DNA analysis and victim reference sample if provided					
7	Additional reference sample (Consensual Partner or Suspect Known, comparison and statistical analysis) per sample—submitted as the same time as the kit					
8	Additional reference sample (consensual partner or suspect known, comparison and statistical analysis) per sample—submitted at a different time than the kit					

9	Expedited Processing per case					
10	Additional Amplification Technology (STR, Y-STR) and /or an additional typing test kit (GlobalFiler, Yfiler Plus) for any sample which requires additional testing.					