

(please sign and return with the submittal)

CHANGES:

Change 1 – Fee Schedule

Remove fee schedule and replace with updated fee schedule provided in this document.

For reference the following changes were made:

- Item 6.4 was added
- Section 11 was renumbered and now reflects items 11.1-11.14
 - Items 11.7 and 11.8 and 11.9 and 11.10 were combined
 - Note 11.16 was inadvertently omitted from original fee schedule

VENDOR’S INQUIRIES AND CITY’S RESPONSES:

Note: Spelling, grammar, and punctuation of the questions are shown exactly as submitted by the potential respondents.

No	Question	Answer
1	[Is this] solicitation limited to companies with accredited labs, or if companies that only supply DNA consulting and genealogical analysis qualify?	This solicitation is limited to companies with accredited laboratories performing STR and Y-STR DNA and/or are an accredited laboratory developing Single Nucleotide Polymorphisms (SNPs). Please refer to item 3.2 Contractor Accreditation Requirements.
2	What is the average age of the cases?	The average age of a case is difficult to estimate. The age is dependent upon the request for analysis received by investigators and if the case has STR and Y-STR DNA analysis or Single Nucleotide Polymorphisms (SNPs) testing performed. For STR and Y-STR analysis, it will likely average between 30-90 days old when sent to a contractor.
3	What is the average number of swabs and/or samples in a Kit?	We do not track the number of swabs contained in a SAK. The number is dependent upon the circumstances of the incident and what the forensic nurse examiner collects during their exam. The City estimates on average 5-6 samples in a kit. Refer to section 3.4.2 for more information on SAK processing scope.

No	Question	Answer
4	For WGS – single source and mixture there are 4 lines for pricing – Should it be assumed that you want a price for Single Source and Mixture only (refer to 11.7, 11.8, 11.9, 11.10 on pricing sheet).	Refer to the change as provided in Addenda 1.
5	Can you share the formula for which you be evaluating pricing	Pricing is not an evaluation criterion. Refer to section 4.
6	Can you clarify whether sub-contracting is allowed for Single Nucleotide Polymorphisms (SNP) for forensic investigative genetic genealogy analysis with prior written consent? There are two sections of the solicitation that provide somewhat conflicting information	No sub-contracting is allowed. Refer to section 3.3.2.
7	Section 3.3.2 on page 15 states “Laboratory must not sub-contract any PPD-LSB case analysis to another laboratory. All work will be performed by the selected laboratory as specified in this document.” However, Section 6.36. Data Protection, a.3. On page 54 states “...not subcontract any processing of PII to any third party (including affiliates, group companies or sub-contractors) without the prior written consent of the City; and Contractor shall remain fully liable to the City for any processing of PII conducted by a sub-processor appointed by Contractor;”.	No sub-contracting is allowed. Refer to section 3.3.2. Section 6.36 Data Protection is a standard City term.
8	Do we need to submit formal reference letters, as stated in Section 2.4 (page 27), or is it sufficient to provide a list of references with contact information, as indicated in Attachment A?	Yes, both formal reference letters in Section 4 Evaluation Process, Item 2.4 and list of references as noted Attachment A must be submitted. The references for each must be the same.
9	Regarding the insurance requirement (Section 8.3 on page 58), can the product liability requirement be waived for SNP/genetic genealogy vendors who carry professional liability insurance since they are providing a lead generation service and not delivering a physical product?	No.

No	Question	Answer
10	Will you potentially be awarding contracts to more than one vendor?	Yes. Refer to Section 2.24 Contract Award.
11	Is it mandatory for an offeror to respond to all sections of Attachment B, Fee Schedule, or can they submit a bid for only specific sections, such as only Section 11, Single Nucleotide Polymorphisms (SNP) for forensic investigative genetic genealogy analysis?	No, it is not mandatory for offeror to respond to all sections in Attachment B.
12	How will the City of Phoenix be evaluating the fee schedule?	Refer to response in question 5.
13	Can the City please confirm all technical evaluation is on a Pass/Fail basis (e.g., no scoring) in accordance with section 4 Evaluation Process in the RFQ?	The City confirms evaluation is on a Pass/Fail basis. Refer to Section 4 Evaluation Process.
14	Section 2.13 states “The City will post a preliminary offer tabulation on the City’s website”, what will this “tabulation” consist of?	Bid tabulation will include offeror company names. Refer to Section 2.1.3 Offer Results.
15	Section 2.11.F states that there is a limit to the file size for electronic (email) transmission, can the City please specify the file size limit in megabytes (i.e., a 10 MB limit per email)?	It is estimated that our file size limit is 150MB. This limit includes both the size of the attachment and the size of the email. Please refer to 2.11 Submission of Offer.
16	The Solicitation Response Checklist in Section 9.2 of the RFQ states that the offeror will include item A.3 “Evaluation Criteria” as part of their response, but section 2.15 Qualification Criteria, states that offerors must submit a “Statement of Qualifications” which includes item “3) Compliance with Scope of Work Requirements”; are these intended to be the same section of the required offeror response or does the City require a response to the “Evaluation Criteria” (per section 9.2) and a separate Statement of Qualifications with a response for “Compliance with Scope of Work Requirements” (per section 2.15 item 3)?	Yes, a response to the Statement of Qualifications is a narrative response to the Evaluation Criteria as outlined in Section 4.

No	Question	Answer
17	<p>Fee schedule (Attachment B): Item numbers 6.1, 6.2, and 6.2 address SAK screening through reporting, indicating that a single rolled-up price is requested for each item. However, the items included in 7 and 8 address various individual options associated with extraction through reporting or amplification through reporting (for previously extracted samples). Are the items in 7 and 8 intended to be for supplemental testing should it be requested or something else?</p>	<p>Refer to the change as provided in Addenda 1.</p>
18	<p>Fee schedule (Attachment B): Item number 10 addresses STRmix analysis on supplemental testing. Can STRmix analysis pricing be rolled into items 7 and 8 since those seem to be for supplemental testing and is described as going through reporting (which would include STRmix analysis if appropriate)?</p>	<p>Items 7 includes statistical analysis using STRmix (if applicable). Fee Schedule, Item 10 pricing is required if Offering STR analysis. Details for Item 10.1 and 10.2 are: Item 10.1 applies to samples previously tested by the lab, but not subjected to STRmix analysis at the time. No supplemental DNA testing is involved, only the STRmix analysis. Item 10.2 applies to additional deconvolutions on samples previously subjected to STRmix analysis by Offeror - we are providing a reference profile to condition the DNA mixture on.</p>
19	<p>Fee Schedule (Attachment B): Item 9 addresses male screening and stop-at-quant pricing and lists references, non-differential extraction, and differential extractions separately. May we provide a single SAK screening price for SAKs that have no DNA testing and include pricing for items 9.1, 9.2, and 9.3 available for supplemental testing that stops at quant?</p>	<p>Refer to change in Addendum 1, as Item 6.4 - Negative-Stop at Quant (Type 1/Type2) was added.</p>

No	Question	Answer
20	<p>Fee Schedule (Attachment B): Item 11.1 is asking for a “FIGG case package.” Can the City provide what this is and/or what, if any, additional services this item is intended to capture outside the individual FIGG tests/workflows that follow it?</p>	<p>The offeror could include any items 11.2 - 11.14 (as revised) in a package and the cost of that package. An offeror could provide multiple different packages if they think different packages are applicable. Typically, we have seen a FIGG case package to include the case review, quality evaluation of the sample, SNP testing of the sample, entry into database genealogy research, research hours included, monitoring of database for new matches.</p>
21	<p>Section 2.24 states that the most advantageous combination of vendors/services will be selected by the City. Can the City confirm that if an Offeror meets the minimum requirements for STR and/or SNP testing, including the proper accreditation and experience qualifications, the Offeror can submit a response specifically for that portion of the contract?</p>	<p>If an offeror meets the minimum requirements for STR and/or SNP testing, including the proper accreditation and experience qualifications, the Offeror can submit a response for one of those areas, or both of those areas -- STR and SNP testing</p>
22	<p>The City requires quality control verifications of the sample. Can the City confirm that if a SNP profile cannot be developed, the Offeror will submit an invoice only for successful work performed which includes DNA Extraction, as applicable, and Sample Quality Verification, and not the development of a SNP profile?</p>	<p>The City intends to send DNA extracts for SNP testing.</p> <p>The City would expect that if the quality verification indicates that a usable SNP profile is not likely, than the City would expect an invoice only up to work performed - stopped at quality verification, Fee Schedule, Item 11.2.</p> <p>If SNP development of SNP profile is unsuccessful, but the quality verification indicated that obtaining a usable SNP (by selected method) may be possible then the City would still expect an invoice to include 11.2 and the selected method of testing, as identified in Fee Schedule, Item 11.</p>
23	<p>If an Offeror cannot provide a service, in-house, should the Offeror not provide a price for the item? Furthermore, would an Offeror be disqualified for submitting pricing on a line item that is not performed in house?</p>	<p>An offeror should not submit a price for service they do not directly offer as an accredited laboratory performing STR and Y-STR DNA and/or an accredited laboratory developing Single Nucleotide Polymorphisms (SNPs).</p>

No	Question	Answer
24	Can the City confirm that an Offeror's ability to perform this work be evidenced by a minimum of 25 publicly-verifiable examples of successful identifications? If not, what is the minimum number of publicly-verifiable identifications necessary to demonstrate successful capabilities?	The offeror should respond with information that communicates their capabilities to receive up to 25 cases per year.
25	Given that no work in this award can be subcontracted, can the City confirm that target testing must be performed in-house in the Offeror's accredited facility?	This solicitation is limited to companies with accredited laboratories performing STR and Y-STR DNA and/or are an accredited laboratory developing Single Nucleotide Polymorphisms (SNPs) - this applies to target testing as well.
26	Should the Offeror perform DNA comparisons between the unknown individual and reference tests without uploading profiles to databases or using online tools to protect the privacy of reference testers?	This depends on what the target tester consents to at time of collection
27	Can the City confirm that database searches must be performed via in-house, integrated solutions rather than by utilizing subcontractors or third-party services?	Yes, database searches must be conducted in-house. Refer to Item 3.3.2.
28	Can the City confirm that individuals who perform genealogy investigations in support of this solicitation must be employees of the Offeror, not contractors, students, or volunteers?	All personnel performing the work must be direct employees of the Contractor or temporary staffing provided through a staffing agency to the Contractor. Subcontracting, students, or volunteers are prohibited.
29	Can the City confirm that there is a preference to utilize board-certified genetic genealogists in performing this work?	This is not required by solicitation.

The balance of the specifications and instructions remain the same. Bidder must acknowledge receipt and acceptance of this addendum by signing below and returning the entire addendum with the bid or proposal submittal.

Name of Company: _____

Address: _____

Authorized Signature: _____

Print Name and Title: _____

Fee Schedule:

I. Biological and DNA Analysis Fee Schedule

Item No.	Description of Service	Unit of Measure (Example: Each, Hour, Case)	Unit Price
1.	Case handling/accessioning only (No items to test or no analysis for various reasons)		
2.	Serology of non-screened evidence (includes swabbing of items)		
3.	M-VAC analysis		
4.	Pre-Screened Evidence		
5.	Pre-Portioned Samples		
6.	Sexual Assault Kit Analysis (Screening to Reporting using Globalfiler; case types found in SOW)		
6.1.	Type 1		
6.2.	Type 2		
6.3.	Type 3		
6.4	Negative-Stop at Quant (Type 1/Type2)		
7.	STR Analysis (Globalfiler)		
7.1.	Reference or secondary standard (extraction through reporting)		
7.2.	Non-differential (extraction through reporting)		
7.3.	Differential sample (extraction through reporting)		
7.4.	Evidentiary sample (amplification of previously extracted sample through reporting)- additional sample from SAK		
8.	Y-STR Analysis (Yfiler Plus)		
8.1.	Reference or secondary standard (extraction through reporting)		
8.2.	Non-differential sample (extraction through reporting)		
8.3.	Differential sample (extraction through reporting)		
8.4.	Evidentiary sample (amplification of previously extracted sample through reporting)		

Item No.	Description of Service	Unit of Measure (Example: Each, Hour, Case)	Unit Price
9.	Extraction & Stop at Quant/Y Screen		
9.1.	Reference or secondary standard		
9.2.	Non-differential		
9.3.	Differential sample		
10.	STRmix Analysis		
10.1.	STRmix analysis on previously analyzed vendor case (up to 3 evidentiary samples and 2 references)		
10.2.	Additional STRmix deconvolution (up to 3 evidentiary samples)		
11.	Forensic Investigative Genetic Genealogy Services		
11.1.	FIGG case package (Identify below what is included with this service and Unit Price)		
11.2.	Sample quality verification of extract		
11.3.	SNP microarray-single source		
11.4.	SNP microarray-mixture		
11.5.	Kintelligence-single source		
11.6.	Kintelligence-mixture		
11.7.	Whole Genome Sequencing (WGS) single source		
11.8.	Whole Genome Sequencing (WGS) mixture		
11.9.	Extract enrichment		
11.10.	Upload to GEDmatch Pro		
11.11.	Upload to FamilyTree		
11.12.	Target testing and database upload		

Item No.	Description of Service	Unit of Measure (Example: Each, Hour, Case)	Unit Price
11.13.	Genealogy Investigation & Report		
11.14.	Ongoing monitoring for at least 12 months of database for matches		
12.	Other Services		
12.1.	RUSH fee for case completion and delivery in 2 weeks or less		
12.2.	Discovery requests		

I. Item 11.1. FIGG Case Package Information

Contractor(s) FIGG Case Package includes:

II. Testimony, Interviews, & Discovery Fees:

As per Section 3 – Scope of Work, Item 3.9, interviews, expert testimony including related travel expenses, and standard discovery packet are considered a pre-paid expense and included in the service cost identified in the Fee Schedule. For your reference, the City of Phoenix, in the last four-years has seen, on average, approximately 5% of the cases sent for analysis require testimony, interviews, and discovery.