

## Request for Bid

### I. Statement of Purpose

The Alabama Department of Forensic Sciences (ADFS) is seeking analytical toxicology support from a commercial toxicology laboratory capable of conducting forensic analyses of both antemortem and post mortem specimens. The State of Alabama is seeking a contract with a private vendor laboratory for the analysis of forensic toxicology specimens in an effort to reduce the ever increasing backlog of toxicology cases received by ADFS.

This invitation to bid has been issued by the State of Alabama in an effort to obtain requests for proposals (RFPs) from qualified vendor laboratories for the purpose of outsourcing forensic toxicology cases currently located within Alabama.

The period of analysis for these cases by the vendor laboratory shall be twelve (12) months from the date of the award, with an optional renewal period of an additional twelve (12) months at the state's discretion.

Responses to this proposal submitted by vendor laboratories will be evaluated for technical merit in addition to financial viability in an effort to achieve the best value for the State of Alabama.

The laboratory must have the capability to conduct qualitative and quantitative broad-spectrum analyte panels for working entire cases as well as individual analyses of previously-analyzed specimens upon request from any of the ADFS toxicology laboratory Sections. Vendor laboratories will submit cost proposals on a line item per category basis for each of the following categories of analyses to be performed. Analytical capabilities must include the following.

- A. Pricing for Drugs of Abuse Panel to include qualitative and quantitative analyses including confirmation analyses that incorporate mass spectral analysis and identification (e.g. GC/MS, LC/MS, etc.). The scope of substances included in this panel is included in Appendix A. This panel excludes the analysis of ethanol and related volatiles.
- B. Pricing for Comprehensive Drug Panel to include qualitative and quantitative analyses including confirmation analyses that incorporate mass spectral analysis and identification (e.g. GC/MS, LC/MS, etc.). The scope of substances included in this panel is included in Appendix B. This panel excludes the analysis of ethanol and related volatiles.
- C. Pricing for Individual Analytes Upon Request. Individual analytes upon request is defined as quantitative analyses for a specific analyte(s). The scope of substances included in this category is also given in Appendix B. This panel excludes the analysis of ethanol and related volatiles.

The failure of any vendor laboratory to include any information that is requested within this RFP may lead to rejection of the bid for non-responsiveness. By responding to this proposal a vendor laboratory attests that it is capable of beginning work on ADFS cases immediately upon award.

### II. Minimum Operational Specifications

The following are the mandatory requirements and operational specifications to be employed by the vendor laboratory regarding the analysis of forensic toxicology specimens:

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- A. The vendor laboratory must be accredited by a recognized accrediting body in the analysis of forensic toxicology specimens (e.g. American Society of Crime Laboratory Directors / Laboratory Accreditation Board (ASCLD/LAB), College of American Pathologists (CAP), American Board of Forensic Toxicologists / American Academy of Forensic Sciences / Society of Forensic Toxicologists (ABFT/AAFS/SOFT), etc.), to insure that all toxicology protocols employed by the laboratory comply with standard laboratory practices.
- B. The vendor laboratory must provide a copy of their most recent accreditation certificate in conjunction with the response to this proposal.
- C. The vendor laboratory will not subcontract any part of the forensic toxicology analysis upon any casework that is submitted to the vendor by ADFS.
- D. The vendor laboratory shall provide ADFS approximate numbers forensic toxicology cases analyzed and the documented turn around times (to include “requested” and actual turn-around times) for cases received by the vendor laboratory.
- E. The vendor laboratory must provide documentation on how cases from ADFS will be managed by the vendor with respect to the current workload the vendor may possess from other clients. The response by the vendor shall include monthly case load and turn around time for forensic casework during the previous six month period, and how the vendor laboratory will insure the timely analysis of ADFS samples during the contract period.
- F. The vendor laboratory must be able to provide ADFS with a turn around time of 15 days. The turn around time period shall encompass the date of delivery to the vendor laboratory through the date of reporting to the state.

**III. Minimum Technical Specifications**

The following are the mandatory requirements and technical specifications to be employed by the vendor laboratory regarding the analysis of forensic toxicology specimens:

- A. The vendor laboratory shall maintain a chain of custody record for each sample submitted by ADFS. Documentation of chain of custody must be in compliance with ADFS protocols. Chain of custody must insure that samples are adequately maintained and handled, and be protected from leakage, contamination and/or deleterious change. Documentation must also include a history of transfer during the analytical process.
- B. The vendor laboratory will submit representative worksheets like those used on forensic casework and a representative final report typically issued by the vendor laboratory for forensic casework for evaluation by ADFS.
- C. The vendor laboratory shall upon request from ADFS, return remaining portions of specimens (empty containers if contents are entirely consumed) to the toxicology Section of the ADFS submitting laboratory. This transfer must be conducted with proper chain of custody documentation.
- D. The vendor laboratory shall identify with its own accessioning nomenclature each individual specimen throughout the analytical process. Such identification shall be affixed to each specimen and recorded within laboratory documentation. The ADFS case and sub-item numbers shall be used by the vendor laboratory as additional identification for each case. Individual specimens within a case will be sub-itemized by the vendor

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laboratory such that they possess a unique identifier while still bearing the parent ADFS case and sub-item numbers.

- E. The vendor laboratory shall use only validated procedures and protocols that have been approved by ADFS prior to initiation of processing of forensic casework samples. Procedures and protocols for toxicological analysis of forensic casework shall be supplied to ADFS in electronic format. ADFS also reserves the right to visit vendor laboratory facilities to view procedures, protocols, and analytical instrumentation.

**IV. Data Reporting Specifications**

The following are the minimum and mandatory requirements for the reporting of forensic casework by the vendor laboratory to ADFS and the state of Alabama.

- A. The vendor laboratory shall issue a clear, concise and complete “court-ready” case report. This report shall include the name, address and contact information of the vendor laboratory as well as the name and signature of the reporting scientist. The vendor laboratory shall submit a sample report typical of that utilized for forensic casework as part of the RFP for evaluation by ADFS.
- B. The vendor laboratory shall include the ADFS case number on every page of its case report. The vendor shall also include on the first page of the case report the name of the subject and the dates the evidence was received and findings were reported.
- C. The vendor laboratory shall clearly identify in its case report the individual specimen(s) for which analytical findings were derived. This identification shall be by the ADFS-assigned sub-item number. If multiple specimens are pooled for analyses, such pooled sub-items shall be identified in the case report (e.g. Items 1A-1B, etc.).
- D. The vendor laboratory shall identify in its case report the analytical procedure(s) used to reach all conclusions.

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Appendix A*

Amphetamine class  
Barbiturate class  
Benzodiazepine class  
Cannabinoids  
Cocaine/metabolite(s)  
Methadone  
Opiate class  
Phencyclidine  
Propoxyphene

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Appendix B*

1,1-Difluoroethane	6-Monoacetylmorphine
Acebutolol	Acepromazine
Acetaldehyde	Acetaminophen
Acetaminophen (S/T)	Acetohexamide
Acetone	Albuterol
Alcohol (EZA)	Alfentanyl
Allobarbitol	Alphaprodine
Alphenal	Alprazolam
Amantadine	Amitriptyline
Amlodipine	Amobarbitol
Amoxapine	Amphetamine
Amphetamines	Amphetamines (ELISA)
Antidepressants	Antihistamines
Aprinidine	Aprobarbitol
Aripiprazole	Arsenic
Atomoxetine	Atropine
Azatadine	Baclofen
Barbital	Barbiturates
Barbiturates (ELISA)	Benzocaine
Benzodiazepines	Benzodiazepines (ELISA)
Benzonatate	Benzphetamine
Benztropine	Biperiden
Bromdiphenhydramine	Bromocriptine
Brompheniramine	Bupivacaine
Buprenorphine	Bupropion
Buspirone	Butalbital
Butarbarbitol	Butorphanol
Butorphenol	Caffeine
Cannabinoids	Cannabinoids (ELISA)
Carbamate pesticides	Carbamazepine
Carbinoxamine	Carbon monoxide
Carboxyhemoglobin	Carbromal
Carisoprodol	Chloral hydrate
Chlorcyclizine	Chlordiazepoxide
Chlorpheniramine	Chlorphentermine
Chlorpromazine	Chlorpropamide
Chlorzoxazone	Citalopram
Citalopram / Escitalopram	Clobazam
Clomipramine	Clonazepam
Clonidine	Clozapine
Cocaethylene	Cocaine
Cocaine (ELISA)	Cocaine and metabolite(s)
Codeine	Cotinine
Cyanide	Cyclizine
Cyclobenzaprine	Cyproheptadine
Desipramine	Desmethyldoxepin
Desmethylsertraline	Dextromethorphan
Dextrophan	Diacetylmorphine (Heroin)

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Diazepam	Dicyclomine
Diethylpropion	Difluoroethane
Digoxin	Dihydrocodeine
Diltiazem	Dimethyltryptamine
Diphenhydramine	Diphenoxylate
Disopyramide	Donepezil
Doxepin	Doxylamine
Droperidol	Duloxetine
EDDP	Electrolytes
EMDP	Encainide
Ephedrine	Estazolam
Ethchlorvynol (S/T)	Ethinamate
Ethosuximide	Ethotoin
Ethylene glycol	Ethylmorphine
Etomidate	Fenfluramine
Fentanyl	Flecainide
Flunitrazepam	Fluoxetine
Fluphenazine	Flurazepam
Fluvoxamine	Freon 152
Freon R11	Gabapentin
GHB	Glucose
Glutethemide	Glyburide
Guafenesin	Halazepam
Hallucinogens	Haloperidol
Heavy metals	Heavy metals, hair
Hexobarbital	Hydrocodone
Hydromorphone	Hydroxychloroquine
Hydroxyethylflurazepan	Hydroxyzine
Ibuprofen	Iminostilbene
Imipramine	Isopropanol
Ketamine	Lamotrigine
Lead	Levetiracetam
Levorphanol	Lidocaine
Lithium	Loratadine
Lorazepam	Loxapine
LSD	Maprotiline
MDA	MDEA
MDMA	Meclizine
MEGX	Meperidine
Mephentermine	Mephenytoin
Mephobarbital	Mepivacaine
Meproamate	Mescaline
Mesoridazine	Metaxalone
Methadone	Methadone (ELISA)
Methadone, forensic	Methadone, GC/MS
Methamphetamine	Methamphetamine, dl
Methaprylon	Methapyrilene
Methaqualone	Metharbital

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Methdilazine	Methocarbamol
Methohexital	Methorphan
Methotrimeprazine	Methsuximide
Methylecgonine	Methylphenidate
Methyprylon	Metoclopramide
Metoprolol	Mexilitine
Mianserin	Midazolam
Mirtazapine	Mirtazepine
Modafinil	Molindone
Morphine	Morphine (free)
Morphine (free/total)	Nabumetone
N-acetylprocainamide	Nalbuphine
Naloxone	Naltrexone
Naproxen	N-Desmethyl-Flunitrazepam
Nefazodone	Nevirapine
Nicotine	Nifedipine
Nitrous oxide	Nomefensine
Norclomipramine	Norclozapine
Norcyclobenzaprine	Nordiazepam
Norfentanyl	Norfluoxetine
Normeperidine	Normethsuximide
Norpropoxyphene	Nortriptyline
Nylidren	O-Desmethyl-Venlafaxine
Olanzapine	Olanzapine
Opiates	Opiates (ELISA)
Opiates, forensic	Orphenadrine
Oxazepam	Oxcarbazepine
Oxycodone	Paliperidone
Papaverine	Paroxetine
PCM (1-[1-Phenylcyclohexyl] Morpholine)	PCP (ELISA)
PEMA	Pemoline
Pentazocine	Pentobarbital
Pentylentetrazole	Perphenazine
Phenacetin	Phencyclidine
Phendimetrazine	Pheniramine
Phenmetrazine	Phenobarbital
Phensuximide	Phentermine
Phenyltoloxamine	Phenytoin
PPA	Prazepam
Pregabalin	Prilocaine
Primidone	Procainamide
Procaine	Prochloroperazine
Procyclidine	Promazine
Promethazine	Propofol
Propoxyphene	Propoxyphene (ELISA)
Propranolol	Protriptyline
Pseudo/ephedrine differentiation	Pseudoephedrine
Psilocybin	Pyrilamine

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Quetiapine	Quinidine
Quinine	Quinine / Quinidine
Reserpine	Risperidone
Robivacaine	Ropivacaine
Salicylates	Salicylates (S/T)
Salicylic acid	Scopolamine
Secobarbital	Sertraline
Sildenafil	Sotalol
STP (2,5,-Dimethoxy-4-Methylamphetamine)	Strychnine
Sufentanil	Sufentanyl
Sympathomimetic amines	Talbutal
Tamoxifen	Temazepam
TCM (1-[1-(2-Thienyl)-Cyclohexyl] Morpholine)	
TCPY (1-[1-(2-Thienyl)-Cyclohexyl]-Piperidine)	
Tetrahydrozoline	Theobromine
Theophylline	Thiamylal
Thiethylperazine	Thiocyanate
Thiopental	Thioridazine
Thiosulfate	Thiothixene
Ticlopidine	Tiletamine
Tizanidine	Tocainide
Toluene	Topiramate
Tramadol	Tranlycypromine
Trazodone	Triazolam
Trifluoperazine	Triflupromazine
Trihexyphenidyl	Trimethobenzamide
Trimethoprim	Trimipramine
Tripelennamine	Tripolidine
Valproic acid	Venlafaxine
Verapamil	Warfarin
Zaleplon	Ziprasidone
Zolazepam	Zolpidem
Zonisamide	Zopicline / Eszopiclone
Zotepine	