

Specifications for Covid Testing Services for County Jails in Illinois

The Illinois Sheriff's Association (ISA) is accepting bids from qualified vendors to provide management and delivery of testing services for specified county jails in Illinois. The ISA is estimating that forty or more jails throughout the state may need these services in varying degrees.

To ensure vendor eligibility, vendors must comply with the following contractual guidelines and specifications. Vendors may request additional information or ask questions prior to submission of bid. The anticipated implementation date for contract is on or about October 1, 2022.

Return Proposal to:

Joyce Klein
Project Coordinator for Jail/CDC Project
for Illinois Sheriffs' Association
JoyceKlein5@gmail.com

If clarification is needed on any part of this document, please contact Joyce Klein at
JoyceKlein5@gmail.com

Response Due: August 31, 2022 5pm

There are seven sections to the proposal specifications. There are four numbered pages.

- Section I. Organizational Information**
- Section II. Scope of Services**
- Section III. Excluded Services**
- Section IV. Insurance and Indemnification**
- Section V. Length of Contract**
- Section VI. Staffing**
- Section VII. Right of Refusal**

Section I

Organizational Information

Provide name, address and contact information of the company. Provide any pertinent information regarding the company's history and specific qualifications as related to Covid testing. Include pricing in this section. Attach business reference as an addendum.

Section II

Scope of Service

1. Provide for appropriate medical staff to take test on-site, as needed in specified county jails throughout the State of Illinois, at mutually agreed to times with the ISA and the specified county jail.
2. Provide test kits, as needed, to specified county jails throughout the State of Illinois. As may be needed, provide necessary training to county jail staff and/or their medical staff, on the proper procedures for packaging and shipping of test kits to the laboratory, and maintain support for these operations.
3. Provide test kits as needed within 24 hours of request, with an easy and accessible manner for ordering.
4. Ensure that laboratories used for testing are CLIA and CAP accredited and use RT-PCR methods.
5. Provide test results within 48 hours via secured means to patient and medical staff.
6. If available, provide electronic test results for all counties utilizing testing service directly to a contracted software vendor, Med Verify Plus.
7. Report results to Health Department as required by the most current law. Report results to the patient tested, and to the county jail where the patient was tested.

Section III

Excluded Services

Vendor is not responsible for transportation of patients to locations outside a county jail for testing or any services.

Section IV

Insurance

Vendor agrees to maintain for the duration of this Agreement, and any extension thereof, insurance issued by a company or companies qualified to do business in the State of Illinois in at least the following types:

1. (A) Comprehensive General Business Liability

Shall have minimum limits of \$5,000,000.00 aggregate; including, but not limited to, the following coverage types:

(B) Business Auto Liability

Shall have a minimum coverage limit of \$1,000,000.00 per occurrence, combined Single Limit for Bodily Injury Liability and Property Damage Liability. This shall include:

1. Owned Vehicles
2. Hired and Non-Owned Vehicles
3. Employee Non-Ownership

(C) Workers Compensation Insurance

Shall cover all employees and meet the statutory limits in compliance with applicable state and federal laws. The coverage must include Employer's Liability with minimum limits of \$100,000.00 for each accident.

(D) Professional liability Errors and Omissions Coverage

(E) Certificates of Insurance

1. Certificates of Insurance meeting the required insurance provisions shall be forwarded to the Illinois Sheriffs' Association prior to the signing of the Agreement.
2. Renewal Certificates shall be sent to the Illinois Sheriffs' Association thirty (30) days prior to any expiration date. Said notices and certificates of insurance shall be provided to:
3. There shall be a thirty (30) day notification to the Illinois Sheriffs' Association in the event of cancellation or modification of the required insurance coverages. Such notification requirement shall be stated on the Certificate of Insurance.

(F) *Subcontractors*

It shall be the responsibility of the Provider to ensure that all subcontractors comply with the same insurance provisions, as it is required to meet.

(G) *Limits*

During the duration of the agreement, the limits of the insurance requirements shall be reviewed from time to time and adjustments in the limits may be required to reflect inflation. Such adjustments in required limits shall be forwarded to Provider no later than sixty (60) days prior to the end of the Agreement anniversary date.

Section V.

Length of Contract

The agreement shall be effective when executed by the ISA and the service provider for a period of no less than 1 year, subject to renewal of terms. It may be terminated by the ISA upon thirty (30) days written notice in the event of breach of contract to perform in accordance with the terms of this contract and/or normal business practices.

Section VI.

Staffing

Proposals should identify current or potential company partners and the proposed laboratories and any temporary service providers utilized. Vendor will provide proof of applicable licensing.

Section VII

Right of Refusal

The ISA reserves the right to reject any or all proposals, to waive any technical deficiencies in the proposals and to negotiate specific terms with the selected vendor.