REQUEST FOR QUOTATIONS
WEST VIRGINIA COUNCIL for COMMUNITY and TECHNICAL COLLEGE EDUCATION
RFQ# 24202
ADDENDUM #1 DECEMBER 6, 2023

Question	RFP Section	RFP Paragraph		WVCCTCE Response
1	pg1	para 2	The RFQ states that the student is responsible for the cost of the test. Does this mean the vendor(s) would need o be able to direct bill the student at time of service, or would the vendor be invoiceing the Council who will then charge back to the student?	The vendor would need to be able to collect payment directly from the student whether that is prior to time of service, at time of service or billed after services have been rendered.
2			How are collections being performed now - on paper chain of custody forms, or do you place orders electronically at clinics utilizing the eCCF technology?	We do not get a copy of the paper chain of custody form for all. Some students or labs send it to us but in general, we are not collecting them.
2a			If placing orders electronically, who is placing the actual orders at the clinic for the student? Or do you specify a given list of clinics and then keep paper chains at these facilities?	Currently, the students register/pay for the drug screen electronically through the vendor web site then schedule appointment with or walk in testing sites approved by the vendor. The Council directs students to the vendor and the vendor handles the entire process and sends us the results.
3			Do students present any type of authorization form at time of collection so the clinics are aware of what form to use?	Currently, students register through the vendor and receive their authorization electronically to present at the clinic site.
4			How are results released currently to the student and/or the Council?	Currently results are released to the student through the account created on the vendor site and to the Council though a separate portal.