



UNIVERSITY OF NORTH CAROLINA
CHARLOTTE

STATE OF NORTH CAROLINA

University of North Carolina at Charlotte

Request for Proposals # 66-26016 JP

Lab Testing for Student Health Center

Date of Issue: Tuesday, October 7, 2025

Proposal Due Date: Wednesday, October 29, 2025

At 2:00 PM ET

Direct all inquiries concerning this RFP to:

James Parker

Senior Buyer

Email: jpark132@charlotte.edu



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For internal State agency processing, including tabulation of proposals, provide your company's eVP (Electronic Vendor Portal) Number. Pursuant to G.S. 132-1.10(b) this identification number shall not be released to the public. **This page will be removed and shredded, or otherwise kept confidential**, before the procurement file is made available for public inspection.

**This page shall be filled out and returned with your proposal.
Failure to do so may subject your proposal to rejection.**

Vendor Name

Vendor eVP#

Note: For a contract to be awarded to you, your company (you) must be a North Carolina registered vendor in good standing. You must enter the vendor number assigned through eVP (Electronic Vendor Portal). If you do not have a vendor number, register at <https://vendor.ncgov.com/vendor/login>

Electronic responses ONLY will be accepted for this solicitation.

STATE OF NORTH CAROLINA
University of North Carolina at Charlotte

Refer <u>ALL</u> Inquiries regarding this RFP to: James Parker Japrk132@charlotte.edu	Request for Proposal #66-26016 JP
	Proposals will be received until: October 29, 2025 at 2:00 PM ET

EXECUTION

In compliance with this Request for Proposals (RFP), and subject to all the conditions herein, the undersigned Vendor offers and agrees to furnish and deliver any or all items upon which prices are bid, at the prices set opposite each item within the time specified herein.

By executing this proposal, the undersigned Vendor understands that false certification is a Class I felony and certifies that:

- this proposal is submitted competitively and without collusion (G.S. 143-54),
- none of its officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. 143-59.2), and
- it is not an ineligible Vendor as set forth in G.S. 143-59.1.

Furthermore, by executing this proposal, the undersigned certifies to the best of Vendor’s knowledge and belief, that:

- it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal or State department or agency.

As required by G.S. 143-48.5, the undersigned Vendor certifies that it, and each of its sub-Contractors for any Contract awarded as a result of this RFP, complies with the requirements of Article 2 of Chapter 64 of the NC General Statutes, including the requirement for each employer with more than 25 employees in North Carolina to verify the work authorization of its employees through the federal E-Verify system.

As required by Executive Order 24 (2017), the undersigned vendor certifies will comply with all Federal and State requirements concerning fair employment and that it does not and will not discriminate, harass, or retaliate against any employee in connection with performance of any Contract arising from this solicitation.

G.S. 133-32 and Executive Order 24 (2009) prohibit the offer to, or acceptance by, any State Employee associated with the preparing plans, specifications, estimates for public contracts; or awarding or administering public contracts; or inspecting or supervising delivery of the public contract of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of this response to the RFP, the undersigned certifies, for Vendor’s entire organization and its employees or agents, that Vendor is not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

By executing this proposal, Vendor certifies that it has read and agreed to the **INSTRUCTION TO VENDORS** and the **NORTH CAROLINA GENERAL TERMS AND CONDITIONS incorporated herein**. These documents can be accessed from the ATTACHMENTS page within this document.

Failure to execute/sign proposal prior to submittal may render proposal invalid and it MAY BE REJECTED.
Late proposals CANNOT and will NOT be accepted.

COMPLETE/FORMAL NAME OF VENDOR:		
STREET ADDRESS:		P.O. BOX:
CITY, STATE & ZIP:		TELEPHONE NUMBER:
PRINCIPAL PLACE OF BUSINESS ADDRESS IF DIFFERENT FROM ABOVE (SEE INSTRUCTIONS TO VENDORS ITEM #21):		
NAME OF PERSON SIGNING ON BEHALF OF VENDOR:		TITLE:
VENDOR’S AUTHORIZED SIGNATURE:	DATE:	EMAIL:

VALIDITY PERIOD

Offer shall be valid for at least sixty 60 days from date of bid opening, unless otherwise stated here: _____ days, or if extended by mutual agreement of the parties in writing. Any withdrawal of this offer shall be made in writing, effective upon receipt by the agency issuing this RFP.

ACCEPTANCE OF PROPOSAL

If your proposal is accepted, all provisions of this RFP, along with the written results of any negotiations, shall constitute the written agreement between the parties ("Contract"). The NORTH CAROLINA GENERAL TERMS AND CONDITIONS are incorporated herein and shall apply. Depending upon the Goods or Services being offered, other terms and conditions may apply, as mutually agreed.

FOR STATE USE ONLY: Offer accepted and Contract awarded this _____ day of _____, 2025, as indicated on

The attached certification, by _____.

(Authorized Representative of UNC Charlotte)

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1.0 PURPOSE AND BACKGROUND

The University of North Carolina at Charlotte was established in 1965 by the North Carolina General Assembly which transformed Charlotte College, with beginnings in 1946, into a campus of The University of North Carolina. It is organized into the following eight colleges: College of Arts & Architecture; College of Science; College of Humanities & Earth and Social Science; College of Business; College of Education; College of Engineering; College of Health and Human Services; and the College of Computing and Informatics. It offers a broad array of degree programs at the undergraduate, graduate, and doctoral levels and also in graduate certificate programs.

Enrollment is approximately 32,000 with 19 percent of the students pursuing graduate degrees. The University is expected to experience continued growth in the foreseeable future.

The intent of this solicitation is to establish a contract for the Student Health Center (SHC) with a commercial medical laboratory to provide laboratory tests and services.

1.1 CONTRACT TERM

The Contract shall have an initial term of two (2) years, beginning on the date of final Contract execution (the "Effective Date").

At the end of the Contract's initial term, the State shall have the option, in its sole discretion, to renew the Contract on the same terms and conditions for up to three (3) additional one-year terms. The State will give the Vendor written notice of its intent to exercise each option before the end of the Contract's then-current term. In addition to any optional renewal terms, and with the Vendor's concurrence, the State reserves the right to extend the Contract after the last active term.

Proposals shall be submitted in accordance with the terms and conditions of this RFP and any addenda issued hereto.

2.0 GENERAL INFORMATION

2.1 REQUEST FOR PROPOSAL DOCUMENT

This RFP is comprised of the base RFP document, any attachments, and any addenda released before Contract award, which are incorporated herein by reference.

2.2 E-PROCUREMENT

ATTENTION: NC E-Procurement does NOT apply to this solicitation and the paragraph entitled ELECTRONIC PROCUREMENT of the North Carolina General Terms and Conditions does NOT apply.

2.3 NOTICE TO VENDORS REGARDING RFP TERMS AND CONDITIONS

It shall be the Vendor's responsibility to read the Instructions to Vendors, the North Carolina General Terms and Conditions, all relevant exhibits and attachments, and any other components made a part of this RFP and comply with all requirements and specifications herein. Vendors are also responsible for obtaining and complying with all Addenda and other changes that may be issued in connection with this RFP.

If Vendors have questions or issues regarding any component of this RFP, those must be submitted as questions in accordance with the instructions in the PROPOSAL QUESTIONS Section. If the State determines that any changes will be made as a result of the questions asked, then such decisions will be communicated in the form of an RFP addendum. The State may also elect to leave open the possibility for later negotiation of specific provisions of the Contract that have been addressed during the question-and-answer period, prior to contract award.

Other than through the process of negotiation under 01 NCAC 05B.0503, the State rejects and will not be required to evaluate or consider any additional or modified terms and conditions submitted with Vendor’s proposal or otherwise. This applies to any language appearing in or attached to the document as part of the Vendor’s proposal that purports to vary any terms and conditions or Vendors’ instructions herein or to render the proposal non-binding or subject to further negotiation. Vendor’s proposal shall constitute a firm offer that shall be held open for the period required herein (“Validity Period” above).

The State may exercise its discretion to consider Vendor proposed modifications. By execution and delivery of this RFP Response, the Vendor agrees that any additional or modified terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect, and will be disregarded unless expressly agreed upon through negotiation and incorporated by way of a Best and Final Offer (BAFO). Noncompliance with, or any attempt to alter or delete, this paragraph shall constitute sufficient grounds to reject Vendor’s proposal as nonresponsive.

2.4 RFP SCHEDULE

The table below shows the **intended** schedule for this RFP. The State will make every effort to adhere to this schedule.

Event	Responsibility	Date and Time
Issue RFP	State	Tuesday, October 7, 2025
Submit Written Questions	Vendor	Thursday, October 16, 2025 by 2:00 PM ET
Provide Response to Questions	State	Tuesday, October 21, 2025
Submit Proposals	Vendor	Wednesday, October 29, 2025 @ 2:00 PM ET
Contract Award	State	Thursday, November 6, 2025

2.5 PROPOSAL QUESTIONS

Upon review of the RFP documents, Vendors may have questions to clarify or interpret the RFP in order to submit the best proposal possible. To accommodate the Proposal Questions process, Vendors shall submit any such questions by the “Submit Written Questions” date and time provided in the RFP SCHEDULE Section above, unless modified by Addendum.

Written questions shall be emailed to jpark132@unc.edu by the date and time specified above. Vendors should enter “RFP #66-26016 JP: Questions” as the subject for the email. Question submittals should include a reference to the applicable RFP section.

Questions received prior to the submission deadline date, the State’s response, and any additional terms deemed necessary by the State will be posted in the form of an addendum to **the electronic Vendor Portal (eVP), <https://evp.nc.gov>**, and shall become an Addendum to this RFP. No information, instruction or advice provided orally or informally by any State personnel, whether made in response to a question or otherwise in connection with this RFP, shall be considered authoritative or binding. Vendors shall rely *only* on written material contained in the RFP and an addendum to this RFP.

2.6 PROPOSAL SUBMITTAL

IMPORTANT NOTE: This is an absolute requirement. Vendor shall bear the risk of late submission due to unintended or unanticipated delay, or technical issue. It is the Vendor’s sole responsibility to ensure its proposal has been received via the eVP as described in this RFP by the specified time and date of opening. The date and time of receipt will be electronically time stamped by the system when received. Any proposal or portion thereof received or attempted to be submitted after the proposal submission deadline will be rejected.

All proposal responses shall be submitted electronically via the electronic Vendor Portal (eVP). Additional information can be found at the eVP updates for Vendors link: <https://eprocurement.nc.gov/news-events/evp-updates-vendors>.

Attempts to submit a proposal via mail, courier, facsimile (FAX) machine, telephone or email in response to this RFP shall NOT be accepted.

This will be a One-Step proposal process:

Vendor's proposal may contain both the Technical and Financial Proposal (ATTACHMENT A) submitted for evaluation in a single file.

If the Vendor does not provide a redacted version of the proposal with its proposal submission, the University may release an unredacted version if an open records request is received.

Failure to submit a proposal in strict accordance with these instructions shall constitute sufficient cause to reject a Vendor's proposal(s). Vendors are strongly encouraged to allow sufficient time to upload proposals.

Critical updated information may be included in Addenda to this RFP. It is important that all Vendors responding to this RFP periodically check the State's eVP website for any Addenda that may be issued prior to the bid opening date. All Vendors shall be deemed to have read and understood all information in this RFP and all Addenda thereto.

2.7 PROPOSAL CONTENTS

Vendors shall populate all attachments of this RFP that require the Vendor to provide information and include an authorized signature where requested. Failure to provide all required items, or Vendor's submission of incomplete items, may result in the State rejecting Vendor's proposal, in the State's sole discretion.

Vendor RFP responses shall include the following items and attachments:

- a) Cover Letter, which must contain the following: (i) a statement that confirms that the proposer has read the RFP in its entirety, including all links, and all Addenda released in conjunction with the RFP, (ii) a statement that the Vendor agrees to perform in accordance with the scope of work, requirements, and specifications contained herein; (iii) Vendor's agreement to comply with all instructions, terms and conditions, and attachments; and (iv) contact information for Vendor's representative responsible for this RFP.
- b) Completed and signed version of all EXECUTION PAGES, and any pages requiring vendor input.
- c) Signed receipt pages of any addenda released in conjunction with this RFP, if required to be returned.
- d) Vendor's Proposal addressing all requirements of this RFP.
- e) Completed version of ATTACHMENT A: FINANCIAL PROPOSAL
- f) Completed version of ATTACHMENT D: HUB SUPPLEMENTAL VENDOR INFORMATION
- g) Completed version of ATTACHMENT E: CUSTOMER REFERENCE FORM
- h) Completed version of ATTACHMENT F: LOCATION OF WORKERS UTILIZED BY VENDOR
- i) Completed and signed version of ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION
- j) Completed version of ATTACHMENT H: REQUIREMENTS MATRIX
- k) The Vendor's standard payment terms and conditions.
- l) The Vendor's standard service maintenance and support agreement.

2.8 ALTERNATE PROPOSALS

Unless provided otherwise in this RFP, Vendor may submit alternate proposals for comparable Goods, various methods or levels of Service(s), or that propose different options. Alternate proposals must specifically identify the RFP requirements and advantage(s) addressed by the alternate proposal. Any alternate proposal, in addition to the marking described above, must be clearly marked with the legend: “Alternate Proposal #66-26016 JP [for ‘name of Vendor’]”. Each proposal must be for a specific set of Goods and Services and must include specific pricing. If a Vendor chooses to respond with various offerings, each must be offered with a separate price and be contained in a separate proposal document. Each proposal must be complete and independent of other proposals offered.

2.9 DEFINITIONS, ACRONYMS, AND ABBREVIATIONS

Relevant definitions for this RFP are provided in 01 NCAC 05A .0112 and in the Instructions to Vendors found below which are incorporated herein by this reference.

The following definitions, acronyms, and abbreviations are also relevant to this RFP:

EHR - Electronic Health Record

LIS - Lab Information System

SHC – The UNC Charlotte Student Health Center

STAT Test - priority testing

*All testing acronyms used in this RFP are standard in the clinical laboratory.

3.0 METHOD OF AWARD AND PROPOSAL EVALUATION PROCESS

3.1 METHOD OF AWARD

North Carolina G.S. 143-52 provides a general list of criteria the State shall use to award contracts, as supplemented by the additional criteria herein. The Goods or Services being procured shall dictate the application and order of criteria; however, all award decisions shall be in the State’s best interest. All qualified proposals will be evaluated, and awards will be made to the Vendor(s) meeting the specific RFP Specifications and achieving the highest and best final evaluation, based on the criteria described below.

While the intent of this RFP is to award a Contract to a single Vendor, the State reserves the right to make separate awards to different Vendors for one or more portions, to not award one or more portions or to cancel this RFP in its entirety without awarding a Contract, if it is considered to be most advantageous to the State to do so.

The State reserves the right to waive any minor informality or technicality in proposals received.

3.2 CONFIDENTIALITY AND PROHIBITED COMMUNICATIONS DURING EVALUATION

While this RFP is under evaluation, the responding Vendor, including any subcontractors and suppliers, is prohibited from engaging in conversations intended to influence the outcome of the evaluation. See the Paragraph of the Instructions to Vendors entitled COMMUNICATIONS BY VENDORS.

Each Vendor submitting a proposal to this RFP, including its employees, agents, subcontractors, suppliers, subsidiaries and affiliates, is prohibited from having any communications with any person inside or outside the using agency; issuing agency; other government agency office or body (including the purchaser named above, any department secretary, agency head, members of the General Assembly and Governor’s office); or private entity, if the communication refers to the content of Vendor’s proposal or qualifications, the content of another Vendor’s proposal, another Vendor’s

qualifications or ability to perform a resulting contract, and/or the transmittal of any other communication of information that could be reasonably considered to have the effect of directly or indirectly influencing the evaluation of proposals, the award of a contract, or both.

Any Vendor not in compliance with this provision shall be disqualified from evaluation and award. A Vendor's proposal may be disqualified if its subcontractor and/or supplier engage in any of the foregoing communications during the time that the procurement is active (*i.e.*, the issuance date of the procurement until the date of contract award or cancellation of the procurement). Only those discussions, communications or transmittals of information authorized or initiated by the issuing agency for this RFP or inquiries directed to the purchaser named in this RFP regarding requirements of the RFP (prior to proposal submission) or the status of the award (after submission) are excepted from this provision.

3.3 PROPOSAL EVALUATION PROCESS

Only responsive submissions will be evaluated.

The State will conduct a One-Step evaluation of Proposals:

Proposals will be received according to the method stated in the Proposal Submittal Section above.

All proposals must be received by the issuing agency not later than the date and time specified in the RFP SCHEDULE Section above, unless modified by Addendum. Vendors are cautioned that this is a request for offers, not an offer or request to contract, and the State reserves the unqualified right to reject any and all offers at any time if such rejection is deemed to be in the best interest of the State.

At the date and time provided in the RFP SCHEDULE Section above, unless modified by Addendum, the proposal from each responding Vendor will be accessed via the eVP and all offers (except those that have been previously withdrawn, or voided bids) will be noted. Since negotiations after receipt of bids is authorized pursuant to G.S. 143-49 and 01 NCAC 05B.0503, only the names of offerors and the Goods and Services offered shall be noted at the time of opening. Interested parties are cautioned that proposals and their components are subject to further evaluation for completeness and correctness and therefore may not be an exact indicator of a Vendor's final position.

At their option, the evaluators may request oral presentations or discussions with any or all Vendors for clarification or to amplify the materials presented in any part of the proposal. Vendors are cautioned, however, that the evaluators are not required to request presentations or other clarification—and often do not. Therefore, all proposals should be complete and reflect the most favorable terms available from the Vendor.

Upon completion of the evaluation process, the State will make award(s) based on the evaluation and post the award(s) to the eVP website under the RFP number for this solicitation. Award of a Contract to one Vendor does not mean that the other proposals lacked merit, but that, all factors considered, the selected proposal was deemed most advantageous and represented the best value to the State.

The State reserves the right to negotiate with one or more vendors, or to reject all original offers and negotiate with one or more sources of supply that may be capable of satisfying the requirement, and in either case to require Vendor to submit a Best and Final Offer (BAFO) based on discussions and negotiations with the State.

3.4 EVALUATION CRITERIA

In addition to the general criteria in G.S. 143-52 which may or may not be relevant to this RFP, all qualified proposals will be evaluated, and award made based on considering the following criteria, to result in an award most advantageous to the State:

Vendor background and qualifications **20%**

- Evidence of company stability and ability to fulfill contract obligations
- Explanation of experience with similar projects
- Responses provided from references
- Staffing Size and Roles to fulfill contract requirements

Project Organization **20%**

- Proposed Implementation Plan
- Sample Project Schedule

Technical and Functional Requirements **30%**

- Requirements capabilities based on the Vendor Self Assessment
- Service Functionality and Applicability to Requirements: Detailed and comprehensive explanation of the proposed solution.

Financial Proposal **30%**

- Cost of services as compared to other proposals

The State will determine low cost by normalizing the scores as follows:

The proposal with the lowest cost will receive a score of XX. All other competing proposals will be assigned a portion of the maximum score using the formula:

$$\begin{array}{ccc} \text{Financial Proposal} & & \text{the cost of the lowest cost proposal} \\ \text{Points Available} & \times & \hline \text{(XX)} & & \text{the cost of the cost proposal being evaluated} \end{array}$$

3.5 PERFORMANCE OUTSIDE THE UNITED STATES

Vendor shall complete ATTACHMENT F: LOCATION OF WORKERS UTILIZED BY VENDOR. In addition to any other evaluation criteria identified in this RFP, the State may also consider, for purposes of evaluating proposed or actual contract performance outside of the United States, how that performance may affect the following factors to ensure that any award will be in the best interest of the State:

- a) Total cost to the State
- b) Level of quality provided by the Vendor
- c) Process and performance capability across multiple jurisdictions
- d) Protection of the State’s information and intellectual property
- e) Availability of pertinent skills

- f) Ability to understand the State’s business requirements and internal operational culture
- g) Particular risk factors such as the security of the State’s information technology
- h) Relations with citizens and employees
- i) Contract enforcement jurisdictional issues

3.6 INTERPRETATION OF TERMS AND PHRASES

This RFP serves two functions: (1) to advise potential Vendors of the parameters of the solution being sought by the State; and (2) to provide (together with other specified documents) the terms of the Contract resulting from this procurement. The use of phrases such as “shall,” “must,” and “requirements” are intended to create enforceable contract conditions. In determining whether proposals should be evaluated or rejected, the State will take into consideration the degree to which Vendors have proposed or failed to propose solutions that will satisfy the State’s needs as described in the RFP. Except as specifically stated in the RFP, no one requirement shall automatically disqualify a Vendor from consideration. However, failure to comply with any single requirement may result in the State exercising its discretion to reject a proposal in its entirety.

4.0 REQUIREMENTS

This Section lists the requirements related to this RFP. By submitting a proposal, the Vendor agrees to meet all stated requirements in this Section as well as any other specifications, requirements, and terms and conditions stated in this RFP. If a Vendor is unclear about a requirement or specification, or believes a change to a requirement would allow for the State to receive a better proposal, the Vendor is urged to submit these items in the form of a question during the question and answer period in accordance with the Proposal Questions Section above.

All submissions must contain sufficient background and vendor experience information to determine capabilities to complete project services for the university.

Background

- Company history, size of organization, and available resources
- Number of university clients/percentage of total client base
- Reference information related to knowledge and experience with providing similar solutions to institutions of similar size and scope
- The successful vendor shall conform to all federal, state and local rules, regulations and statutory provisions of the locale in which the specimens are picked up and tests performed. Laboratories performing tests shall be approved under the Clinical Laboratory Improvement Act (CLIA) and CLIA numbers or certificates shall be provided with the proposal. Vendor will comply with the Health Insurance Portability and Accountability Act and its implementing regulations (“HIPAA”) and the Occupational Safety and Health Act and its implementing regulations (“OSHA”).

4.1 FINANCIAL PROPOSAL

Proposal price shall constitute the total cost to the State for complete performance in accordance with the requirements and specifications herein, including all applicable charges for handling, transportation, administrative and other similar fees. Complete ATTACHMENT A: FINANCIAL PROPOSAL and include in Vendor’s proposal. The pricing provided in ATTACHMENT A, or resulting from any negotiations, is incorporated herein and shall become part of any resulting Contract.

4.2 INVOICES

Billing information shall be made available through the vendor’s website portal on a monthly basis.

Any mailed monthly invoices shall be addressed to:

UNC Charlotte, Student Health Center, 9201 University City Blvd, Charlotte, NC 28223.

The first page of the invoice will show the total amount due, invoice number, and pay-to information. No patient information is to be on this page. Attached pages will be an itemized list of tests charged with the following information: test name, test code number, test date, test price established through this RFP process, and the name of the individual for whom the test was performed. Any profile/panel component prices shall add up to equal the total bid price. Itemized invoices without the correct test prices, test code numbers, and test names will be returned for correction before payment is made. In situations where a separate credit is issued on account, the credit memo will be made available in the vendor’s website portal.

INVOICES MAY NOT BE PAID UNTIL VERIFIED AS ACCURATE.

4.3 FINANCIAL STABILITY

As a condition of contract award, the Vendor must certify that it has the financial capacity to perform and to continue to perform its obligations under the Contract; that Vendor has no constructive or actual knowledge of an actual or potential legal proceeding being brought against Vendor that could materially adversely affect performance of this Contract; and that entering into this Contract is not prohibited by any contract, or order by any court of competent jurisdiction.

Each Vendor shall certify it is financially stable by completing ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION. The State is requiring this certification to minimize potential issues from contracting with a Vendor that is financially unstable. From the date of the Certification to the expiration of the Contract, the Vendor shall notify the State within thirty (30) days of any occurrence or condition that materially alters the truth of any statement made in this Certification. The Contract Manager may require annual recertification of the Vendor’s financial stability.

4.4 HUB PARTICIPATION

Pursuant to North Carolina General Statute G.S. 143-48, it is State policy to encourage and promote the use of small, minority, physically handicapped, and women contractors in purchasing Goods and Services. As such, this RFP will serve to identify those Vendors that are minority owned or have a strategic plan to support the State’s Historically Underutilized Business program by meeting or exceeding the goal of 10% utilization of diverse firms as 1st or 2nd tier subcontractors. Vendor shall complete ATTACHMENT D: HUB SUPPLEMENTAL VENDOR INFORMATION.

4.5 VENDOR EXPERIENCE

In its Proposal, Vendor shall demonstrate experience with public and/or private sector clients with similar or greater size and complexity to the State. Vendor shall provide information as to the qualifications and experience of all executive, managerial, legal, and professional personnel to be assigned to this project, including resumes citing experience with similar projects and the responsibilities to be assigned to each person.

4.6 REFERENCES

Vendor shall provide three (3) references, using ATTACHMENT E: CUSTOMER REFERENCE FORM, for which it has provided Services of similar size and scope to those proposed herein. The State may contact these users to determine whether the Services provided are substantially similar in scope to those proposed herein and whether Vendor’s performance has been satisfactory. The information obtained may be considered in the evaluation of the Proposal.

The Vendor shall also include (and clearly indicate) at least one (1) reference where a bidirectional interface with Orchard has been established.

4.7 ORCHARD CONTACT

Orchard Software is used as the SHC’s lab information system. The selected Vendor’s system integration with Orchard is required for lab results to be transmitted between the reference lab and UNC Charlotte’s lab information system (Orchard).

Prior to submitting a proposal, vendors shall contact Orchard, the UNC Charlotte EHR vendor, to determine the method and cost of the interface. Each vendor is to submit the date that the Orchard representative listed below was contacted:

Nick Wihoit, Senior Account Manager
nwihoit@orchardsoft.com
800-856-1948
317-340-9344- mobile
<https://www.orchardsoft.com/>

The vendor is responsible for all EHR interface costs, including initial setup and implementation.

4.8 PERSONNEL/BACKGROUND CHECKS

Vendor warrants that qualified personnel shall provide Services under this Contract in a professional manner. “Professional manner” means that the personnel performing the Services will possess the skill and competence consistent with the prevailing business standards in the industry. Vendor will serve as the prime contractor under this Contract and shall be responsible for the performance and payment of all subcontractor(s) that may be approved by the State. Names of any third-party Vendors or subcontractors of Vendor may appear for purposes of convenience in Contract documents; and shall not limit Vendor’s obligations hereunder. Vendor will retain executive representation for functional and technical expertise as needed in order to incorporate any work by third party subcontractor(s).

Should the Vendor’s proposal result in an award, the Vendor shall be required to agree that it will not substitute key personnel assigned to the performance of the Contract without prior written approval by the Contract Lead. Vendor shall further agree that it will notify the Contract Lead of any desired substitution, including the name(s) and references of Vendor’s recommended substitute personnel. The State will approve or disapprove the requested substitution in a timely manner. The State may, in its sole discretion, terminate the Services of any person providing Services under this Contract. Upon such termination, the State may request acceptable substitute personnel or terminate the contract Services provided by such personnel.

PATHOLOGISTS:

The vendor shall have Pathologists available for immediate consultation for all tests during our operating hours, 8:00 AM through 5:00 PM Eastern Time, Monday through Friday. Confirmatory procedures, reviews, and consultations by pathologists shall be at no additional charge.

PHLEBOTOMIST:

Vendor shall provide, at its expense, an on-site Phlebotomist to collect and process specimens for the vendor until further notice. This service may not always be required and the university will coordinate with the awarded vendor if

the need for this service is terminated. The phlebotomist shall be on-site eight (8) hours per day, Monday through Friday, excluding holidays and when the SHC is closed. In the absence of the regularly scheduled phlebotomist, a qualified substitute must be available who has been trained to use the university's software and processes. A list of potential phlebotomists will need to be provided to the SHC in advance. Acquisition and cost of a campus parking permit for the Phlebotomist is the responsibility of the vendor and is to be completed at the start of the contractual service period. Contact the University's Parking and Transportation Services department at 704-687-0161 for any questions or concerns surrounding parking charges and applicable rules.

The on-site Phlebotomist is required to provide or undergo a background check at Vendor's expense prior to beginning work with the State. As part of the background check, the following details must be provided to the State:

- a) Any **criminal felony conviction**, or conviction of any crime involving moral turpitude, including, but not limited to fraud, misappropriation or deception, by Vendor, its officers or directors, or any of its employees or other personnel to provide Services on this project, of which Vendor has knowledge, or provide a statement that Vendor is aware of none;
- b) Any **criminal investigation** for any offense involving moral turpitude, including, but not limited to fraud, misappropriation, falsification or deception pending against Vendor of which it has knowledge, or provide a statement Vendor is aware of none;
- c) Any **regulatory sanctions** levied against Vendor or any of its officers, directors or its professional employees expected to provide Services on this project by any state or federal regulatory agencies within the past three years or a statement that there are none. As used herein, the term "regulatory sanctions" includes the revocation or suspension of any license or certification, the levying of any monetary penalties or fines, and the issuance of any written warnings;
- d) Any **regulatory investigations** pending against Vendor or any of its officers, directors or its professional employees expected to provide Services on this project by any state or federal regulatory agencies of which Vendor has knowledge or a statement that there are none.
- e) Any **civil litigation**, arbitration, proceeding, or judgments pending against Vendor during the three (3) years preceding submission of its proposal herein or a statement that there are none.

Vendor's response to these requests shall be considered a continuing representation, and Vendor's failure to notify the State within thirty (30) days of any criminal litigation, investigation or proceeding involving Vendor or its then current officers, directors or persons providing Services under this Contract during its term shall constitute a material breach of contract. The provisions of this paragraph shall also apply to any subcontractor utilized by Vendor to perform Services under this Contract.

4.9 VENDOR'S REPRESENTATIONS

If Vendor's Proposal results in an award, Vendor agrees that it will not enter any agreement with a third party that may abridge any rights of the State under the Contract. If any Services, deliverables, functions, or responsibilities not specifically described in this solicitation are required for Vendor's proper performance, provision and delivery of the Service and deliverables under a resulting Contract, or are an inherent part of or necessary sub-task included within such Service, they will be deemed to be implied by and included within the scope of the Contract to the same extent and in the same manner as if specifically described in the Contract. Unless otherwise expressly provided herein, Vendor

will furnish all of its own necessary management, supervision, labor, facilities, furniture, computer and telecommunications equipment, software, supplies and materials necessary for the Vendor to provide and deliver the Services and/or other Deliverables.

4.10 AGENCY INSURANCE REQUIREMENTS

A. Default Insurance Coverage from the General Terms and Conditions applicable to this Solicitation:

- Small Purchases
- Contract value in excess of the Small Purchase threshold, but up to \$1,000,000.00
- Contract value in excess of \$1,000,000.00

5.0 SPECIFICATIONS AND SCOPE OF WORK

5.1 GENERAL

The University of North Carolina at Charlotte’s Student Health Center (SHC) seeks the services of a commercial medical laboratory to provide laboratory tests and services. A vendor is currently in place for these services, the current contract expires on January 31, 2026. The selected vendor of this RFP will take over lab services for the SHC on February 1, 2026. We anticipate that implementation will take three to four weeks to complete, implementation shall begin immediately upon award of this RFP.

EHR/LIS Interface:

The vendor is required to have a fully implemented and operational bi-directional interface with Orchard Harvest (LIS).

Within 2 weeks from the start of the contract, the vendor will provide a bidirectional electronic interface and begin downloading all reports to the LIS. Vendor is responsible for all interface costs, including initial setup, implementation, and Orchard Harvest associated implementation costs. Vendor must allow for client bill and insurance billed options to select in the integration with the LIS. SHC is responsible for Orchard Harvest’s annual support costs.

TEST RECORDS:

The selected vendor will keep a minimum of a three-year history of all tests in its database accessible by the SHC through the vendor’s secure web site. The website shall allow the SHC to generate results for any test performed by the vendor for the defined timeframe above given the patients demographics. The website will also allow for easy access to report building and test statistics.

TEST AVAILABILITY AND PRICING:

The University reserves the right to add additional tests at mutually acceptable prices. With changes in need and utilization, a request for the review of one or multiple tests at once would be open for adjustment at the discretion of the SHC.

EMERGENCY REQUIREMENTS:

If time is of the essence, the University reserves the right to have any test already contracted to be done in the most expeditious manner from any available source. The contracted vendor shall be contacted first. If the vendor is unable to perform the test as required, the University reserves the right to have the test performed by an alternate source. Every effort will be made to hold such requirements to a minimum.

TEST LOCATION:

Vendors are to detail in their proposal the location(s), contact(s) and phone number(s) of where and which tests, including stat tests, will be performed. STAT tests must be performed in or near Charlotte, NC.

SUPPLIES:

Vendor shall furnish at no charge all supplies required for ordering tests, collecting, processing, storing specimens, and reporting. This includes, but is not limited to: centrifuges, storage boxes, tubes, needles, pap bottles, collection devices, biohazard bags, and containers. Vendor shall provide written procedures for ordering, specimen collection, handling, storage, and transportation of specimens.

Additional Requirements

ATTACHMENT H: Student Health Center Labs RFP - Requirements/Vendor Self-Assessment, provides technical requirements, features, and preferences to be assessed for the solution. This attachment must be completed and provided as part of the Vendor’s proposal.

Respondents are required to self-assess how their proposed solution meets or does not meet the requirements.

- Full: The requirement is met through out-of-the-box (OOB) functionality (configurations or set-ups only, no custom programming)
- Partial: The requirement can be met with some custom development
- Does Not Meet: The requirement is not supported

PLEASE NOTE:

- Proposals without a completed Vendor Requirements/Self-Assessment Attachment will not be considered for award.

5.2 TASKS/DELIVERABLES

SPECIMEN PICK-UP:

Specimens are to be transported two (2) times per day from the SHC by a representative of the vendor Monday through Friday. The pick-up times Monday through Friday are 12:30 pm and 5:30 pm. In the summer semester (mid-May through mid-August), pick-up needs may vary, potentially only one (1) pick-up at the end of the day necessary. There shall be no additional charge for routine or STAT transportation of specimens. Mail pickup is not acceptable.

SPECIMEN TRACKING:

Vendor will be responsible for providing a means of specimen tracking from the SHC to the destination laboratory, preferably without interfering with our IT firewall. This shall include tracking of specimen pickup time, date, and

temperature, drop off time, date, and temperature, and the time and date it began processing at the destination laboratory. This is significant for tracing specimen storage and integrity and reduces the chance of misplaced samples. The vendor must describe what equipment and platform will be used to track specimens.

STAT TESTING AVAILABILITY:

STAT tests must be performed in or near Charlotte, NC. STAT specimens are to be picked up within one (1) hour of the SHC contacting the vendor. STAT tests are to be performed and reported to the SHC within two (2) hours of pickup. Below is a list of possible stat tests.

Test Name	CPT
AMYLASE	82150
BASIC METABOLIC PANEL	80048
BILIRUBIN, DIRECT	82248
BILIRUBIN, TOTAL	82247
BLOOD COUNT, COMPLETE	85027
BLOOD COUNT, COMPLETE W AUTODIF	85025
CHOLESTEROL, TOTAL	82465
COMPREHENSIVE METABOLIC PANEL	80053
CREATINE KINASE, TOTAL	82550
CREATINNE	82565
DIGOXIN	80162
ELECTROLYTE PANEL	80051
GLUCOSE, QUANTITATIVE	82947
HCG, QUANTITATIVE	84702
HEMATOCRIT	85013
HEMOGLOBIN	85018
IONIZED CALCIUM	82330
LIPASE	83690
MONO SCREEN	86308
PROTHROMBIN TIME/INR	85610

THROMBOPLASTIN TIME	85730
TSH	84443
URIC ACID, BLOOD	84550
URINALYSIS	81003
VALPROIC ACID	80164
D-DIMER, QN	85378
B-TYPE NATRIURETIC PEPTIDE (BNP)	83880

TEST REPORTS:

Test result reports are to be uploaded to the LIS (Orchard), no later than the turnaround time listed in the Tests for Commercial Medical Laboratory chart as seen in **ATTACHEMENT A**. Specimens that have been picked up at the end of business day are to be performed overnight according to the RFP requirements. Test result reports are to be uploaded by 8:00am the following business day.

Result Reports:

The following information shall be included on all result reports without exception:

Ordering Physician or nurse practitioner’s name, patient’s name, sex, SHC patient identification number, patient’s date of birth, specimen collection date, specimen collection time, reporting dates and time, test name, results, required result comments, sex, and age-related normal ranges.

5.3 PROJECT ORGANIZATION

Vendor’s proposal shall include a Project Organization Plan that will be used to accomplish the tasks explained in the Scope of Work section of this RFP. The Project Organization Plan shall include the below information:

Proposed Implementation plan

This section shall include a high-level anticipated plan and estimated schedule for full implementation. All proposed project phases should be presented with their respective timing and resource requirements from both the vendor and UNC Charlotte. If phasing alternatives are available, such as with a proof-of-concept-first approach, please identify your recommendation for such options and the associated timing. Respondents are asked to provide information about their ability to 1) implement the functionality of the solution; and 2) the availability of vendor resources to begin performing the work efforts of the implementation.

Sample Project Schedule

This section should include a project Gantt chart showing a sample project schedule with major milestones and dates already stated in this RFP.

Staffing Size and Roles

This section should describe the vendor staffing and UNC Charlotte staffing requirements.

5.4 TECHNICAL APPROACH

Vendor’s proposal shall include, in narrative, outline, and/or graph form the Vendor's approach to accomplish the tasks outlined in the Scope of Work section of this RFP. A description of each task and deliverable and the schedule for accomplishing each shall be included.

6.0 CONTRACT ADMINISTRATION

All Contract Administration requirements are conditioned on an award resulting from this solicitation.

6.1 CONTRACT MANAGER AND CUSTOMER SERVICE

The Vendor shall be required to designate and make available to the State a contract manager. The contract manager shall be the State’s point of contact for Contract related issues and issues concerning performance, progress review, scheduling, and service.

Contract Manager Point of Contact	
Name:	
Office Phone #:	
Mobile Phone #:	
Email:	

The Vendor shall be required to designate and make available to the State a contact for customer service for all customer service-related issues.

Customer Service Point of Contact	
Name:	
Office Phone #:	
Mobile Phone #:	
Email:	

CUSTOMER SERVICE AND COMMUNICATION:

Vendor must provide an off-hours customer service line available for assistance after normal business hours and weekends. Customer service must reach out directly for recollection requests and rejected samples and follow up with fax confirmation. Vendor must provide a designated representative to reach out to and offer support. This representative will be responsible for reaching out in the event of phlebotomy staffing absences/issues. The Vendor

will be responsible for contacting the department immediately and within twenty-four (24) hours if there is a known delay in testing.

6.2 CONTINUOUS IMPROVEMENT

The State encourages the Vendor to identify opportunities to reduce the total cost the State. A continuous improvement effort consists of various ways to enhance business efficiencies as performance progresses.

6.3 ACCEPTANCE OF WORK

Performance of the work and/or delivery of services shall be conducted and completed at least in accordance with the Contract requirements and recognized and customarily accepted industry practices. Performance shall be considered complete when the Services are approved as acceptable by the Contract Administrator.

The State shall have the obligation to notify Vendor, in writing ten (10) calendar days following completion of such work or delivery of a deliverable described in the Contract that it is not acceptable. The notice shall specify in reasonable detail the reason(s) it is unacceptable. Acceptance by the State shall not be unreasonably withheld; but may be conditioned or delayed as required for reasonable review, evaluation, installation, or testing, as applicable to the work or deliverable. Final acceptance is expressly conditioned upon completion of all applicable assessment procedures. Should the work or deliverables fail to meet any specifications, acceptance criteria or otherwise fail to conform to the Contract, the State may exercise any and all rights hereunder, including, for Goods deliverables, such rights provided by the Uniform Commercial Code, as adopted in North Carolina.

6.4 TRANSITION ASSISTANCE

If a Contract results from this solicitation, and the Contract is not renewed at the end of the last active term, or is canceled prior to its expiration, for any reason, Vendor shall provide transition assistance to the State, at the option of the State, for up to six months to allow for the expired or canceled portion of the Services to continue without interruption or adverse effect, and to facilitate the orderly transfer of such Services to the State or its designees. If the State exercises this option, the Parties agree that such transition assistance shall be governed by the terms and conditions of the Contract (notwithstanding this expiration or cancellation), except for those Contract terms or conditions that do not reasonably apply to such transition assistance. The State shall agree to pay Vendor for any resources utilized in performing such transition assistance at the most current rates provided by the Contract for performance of the Services or other resources utilized.

6.5 DISPUTE RESOLUTION

During the performance of the Contract, the parties agree that it is in their mutual interest to resolve disputes informally. Any claims by the Vendor shall be submitted in writing to the State's Contract Manager for resolution. Any claims by the State shall be submitted in writing to the Vendor's Project Manager for resolution. The Parties shall agree to negotiate in good faith and use all reasonable efforts to resolve such dispute(s).

During the time the Parties are attempting to resolve any dispute, each shall proceed diligently to perform their respective duties and responsibilities under this Contract. The Parties will agree on a reasonable amount of time to resolve a dispute. If a dispute cannot be resolved between the Parties within the agreed upon period, either Party may elect to exercise any other remedies available under the Contract, or at law. This provision, when agreed in the Contract, shall not constitute an agreement by either party to mediate or arbitrate any dispute.

6.6 CONTRACT CHANGES

Contract changes, if any, over the life of the Contract shall be implemented by contract amendments agreed to in writing by the State and Vendor. Amendments to the contract can only be through the contract administrator.

6.7 PIGGYBACKING OPTION

All public agencies or public higher education institutions may utilize this solicitation and subsequent award to satisfy mandated competition requirements. The other public agencies and other public higher education institutions shall be individually responsible for their obligations with the awarded Vendor. Likewise, Vendor shall be responsible to the public agencies or public higher education institutions in any ensuing contract. University of North Carolina at Charlotte makes no representations, guarantees, or warranties regarding any contract made between awarded Vendor and other public agencies or public higher education institutions.

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7.0 ATTACHMENTS

****IMPORTANT NOTICE****

RETURN THE REQUIRED ATTACHMENTS WITH YOUR RESPONSE

EACH ATTACHMENT CAN BE ACCESSED FROM THIS LINK:

<https://www.doa.nc.gov/divisions/purchase-contract/vendor-forms>

ATTACHMENT A: FINANCIAL PROPOSAL

Anticipated costs for this project:

Total professional services, training, support and maintenance costs: \$ _____

- Provide a detailed pricing schedule of the above costs that clearly describes each of the professional services requirements, training, support and maintenance costs needed to complete this project. The pricing schedule shall be broken out by phase, project roles, resource level (e.g., manager developer, trainer, etc.), estimated rate if applicable, and estimated hours.

Any other additional costs, including travel, fees, etc.: \$ _____

- Provide a detailed pricing schedule that clearly describes each of the above additional costs.

*If a fixed-price agreement is being proposed for professional services, please provide the scope and timing.

Complete and return the pricing for the Tests for Commercial Medical Laboratory chart below:

Test Name	Report Turnaround Time (Business Days)	Estimated Total Ordered (12 Months)	Test Cost (per test)
Draw Fee	NA	1239	
17-OH Progesterone LCMS	3-5	10	
ABO RH Typing	1	5	
Acute Viral Hepatitis (HAV, HBV, HCV)	1	15	
Aerobic Bacterial Culture	3-5	10	
AFP, Serum, Tumor Marker	1	2	
Albumin/Creatinine Ratio,Urine	1	15	
Aldolase	2	2	
Allergen Profile Food Basic	3-5	2	

Allergens w/Total IgE Area Specific	3-5	2	
Amylase	1	5	
ANA Comprehensive Panel	2-3	2	
Anaerobic and Aerobic Culture	3-5	15	
Anatomic Pathology Report		15	
Anti-dsDNA Antibodies	2	2	
Antinuclear Antibodies, IFA	2-3	20	
Antistreptolysin O Ab	2	2	
Basic Metabolic Panel	1	45	
Bilirubin, Direct	1	2	
Bilirubin, Total/Direct, Serum	1	10	
Biopsy, Cervical	5	2	
Biopsy, Lesion	5	70	
Biopsy, Skin	5	2	
Biopsy, SubQ	5	2	
C difficile Toxins A+B, EIA	1	2	
Calprotectin, Fecal	4-5	2	
CBC With Differential	1	695	
CCP Antibodies IgG/IgA	2-3	2	
Celiac Disease Ab Screen w/Rfx	3-5	2	
Celiac Disease Comprehensive	3-5	2	
Celiac Disease Panel	3-5	2	
Chlamydia/GC Amplification	2	1030	
Comprehensive Metabolic Panel	1	700	
Complement C3, Serum	1	2	
Complement C4, Serum	1	2	
Copper, Serum	2	2	
Cortisol	1	10	
C-Peptide, Serum	1	5	
C-Reactive Protein, Quant	1	30	
Creatine Kinase, Total	1	20	
CT, GC, and Trichomonas NAA	2-3	2	
Ct/GC NAA, Pharyngeal	2	80	

<i>Ct/GC NAA, Rectal</i>	2	30	
<i>D-Dimer</i>	1	10	
<i>DHEA, Serum</i>	1	2	
<i>DHEA-Sulfate</i>	1	10	
<i>Drug Screen+Alc-Unbund</i>	1	35	
<i>E coli Shiga Toxin EIA</i>	2-3	2	
<i>EBV Antibody Profile</i>	1-2	15	
<i>Estradiol</i>	1	25	
<i>Ferritin, Serum</i>	1	140	
<i>FSH, Serum</i>	1	35	
<i>Fungal Culture</i>	30+	10	
<i>GGT</i>	1	5	
<i>Giardia, EIA, Ova/Parasite</i>	5-7	5	
<i>Glucose</i>	1	25	
<i>H. pylori Stool Ag, EIA</i>	2-4	15	
<i>Haptoglobin</i>	1	2	
<i>HBsAg Screen</i>	1	25	
<i>HBV Real-Time PCR, Quant</i>	1	2	
<i>hCG,Beta Subunit, Qnt, Serum</i>	1	35	
<i>hCG,Beta Subunit,Qual,Serum</i>	1	15	
<i>HCV Antibody</i>	1	50	
<i>HCV RT-PCR, Quant</i>	3-5	2	
<i>Hematopath Consultation, Smear</i>		10	
<i>Hemoglobin A1c</i>	1	260	
<i>Hep A Ab, IgM</i>	1	2	
<i>Hep A Ab, Total</i>	1	2	
<i>Hep B Core Ab, Tot</i>	1	15	
<i>Hep Be Ab</i>	1	2	
<i>Hep Be Ag</i>	1	2	
<i>Hepatic Function Panel</i>	1	20	
<i>Hepatitis B Core Ab, IgM</i>	1	5	
<i>Hepatitis B Surf Ab Quant</i>	1	20	
<i>Hepatitis B Surface Ab, Qual</i>	1	10	

<i>Hgb Fractionation Cascade</i>	2-3	10	
<i>Hgb Solubility</i>	1-2	55	
<i>HIV 1&2, Qualitative RNA</i>	2-3	5	
<i>HIV Ag/Ab with Reflex</i>	1	455	
<i>HSV Culture and Typing</i>	2-3	35	
<i>HSV Type 1-Specific Ab, IgG</i>	1	2	
<i>HSV Type 2-Specific Ab, IgG</i>	1	5	
<i>HSV Types 1 and 2-Specific Ab, IgG</i>	1	20	
<i>IGP, Aptima HPV</i>	2-3	35	
<i>IGP, rfx Aptima HPV ASCU</i>	2-3	120	
<i>Insulin</i>	1	20	
<i>Insulin Antibodies</i>	2-3	2	
<i>Iron</i>	1	2	
<i>Iron and TIBC</i>	1	105	
<i>LDH</i>	1	2	
<i>Lipase</i>	1	20	
<i>Lipid Panel</i>	1	405	
<i>Lipid Panel With LDL/HDL Ratio</i>	1	2	
<i>Lipoprotein (a)</i>	2-3	2	
<i>Lithium, Serum</i>	1	5	
<i>Luteinizing Hormone(LH), S</i>	1	20	
<i>Lyme Disease Total Antibody Reflex IA</i>	1	5	
<i>Magnesium</i>	1	10	
<i>Measles Antibodies, IgG</i>	1	90	
<i>Methylmalonic Acid, Serum</i>	3-5	2	
<i>Mitochondrial (M2) Antibody</i>	2	2	
<i>Mono Screen</i>	1	5	
<i>MRSA Screening Culture</i>	2-3	2	
<i>Mumps Antibodies, IgG</i>	1	90	
<i>Phosphorus</i>	1	5	
<i>Potassium</i>	1	2	
<i>Progesterone</i>	1	2	
<i>Prolactin</i>	1	35	

<i>Prostate-Specific Ag, Serum</i>	1	10	
<i>Prot+CreatU (Random)</i>	1	2	
<i>Protein Total, Qn, 24-Hr Urine</i>	1	2	
<i>Prothrombin Time (PT)</i>	1	15	
<i>PTH, Intact</i>	1	5	
<i>PTT, Activated</i>	1	10	
<i>QuantiFERON-TB Gold Plus</i>	2-3	365	
<i>Reticulocyte Count</i>	1	10	
<i>Rheumatoid Arthritis Factor</i>	1	10	
<i>RPR, Rfx Qn RPR/Confirm TP</i>	1	440	
<i>Rubella Antibodies, IgG</i>	1	70	
<i>Salmonella, Shigella, Campy</i>	5-7	20	
<i>Sedimentation Rate-Westergren</i>	1	45	
<i>Sex Horm Binding Glob, Serum</i>	1	2	
<i>Stool Culture</i>	3-5	5	
<i>Testosterone, Free, Direct</i>	3-5	2	
<i>Testosterone, Serum</i>	1	15	
<i>Testosterone, Total, LC/MS</i>	3-5	30	
<i>Testosterone,Free and Total</i>	3-5	15	
<i>TgAb+Thyroglobulin,IMA or LCMS</i>	2-3	2	
<i>Thyroid Antibodies</i>	1	5	
<i>Thyroid Peroxidase (TPO) Ab</i>	1	10	
<i>Thyroxine (T4)</i>	1	2	
<i>Thyroxine (T4) Free, Direct, S</i>	1	2	
<i>Transferrin</i>	1	2	
<i>Trich vag by NAA</i>	2-3	15	
<i>Triiodothyronine (T3)</i>	1	10	
<i>Triiodothyronine (T3), Free</i>	1	10	
<i>Troponin T (Highly Sensitive)</i>	1	2	
<i>TSH</i>	1	305	
<i>TSH+Free T4</i>	1	140	
<i>t-Transglutaminase (tTG) IgA</i>	2-3	2	
<i>t-Transglutaminase (tTG) IgG</i>	2-3	2	

<i>Upper Respiratory Culture</i>	2-3	730	
<i>Ureaplasma/Mycoplasma hominis</i>	7-10	2	
<i>Uric Acid</i>	1	5	
<i>Urinalysis, Complete</i>	1	5	
<i>Urine Culture, Routine</i>	2-3	370	
<i>Valproic Acid (Depakote)(R),S</i>	1	2	
<i>Varicella-Zoster V Ab, IgG</i>	1	45	
<i>Vitamin B1 (Thiamine), Blood</i>	3-5	2	
<i>Vitamin B12</i>	1	45	
<i>Vitamin B12 and Folate</i>	1	65	
<i>Vitamin D, 25-Hydroxy</i>	1	195	
<i>vWF Activity</i>	1-3	2	
<i>White Blood Cells (WBC), Stool</i>	1	2	
<i>Zinc, Plasma or Serum</i>	1	2	

*For the report turnaround time column above, Business Days are considered UNC Charlotte non-holiday weekdays.

ATTACHMENT B: INSTRUCTIONS TO VENDORS

The Instructions to Vendors are incorporated herein by this reference.

ATTACHMENT C: NORTH CAROLINA GENERAL TERMS & CONDITIONS

The North Carolina General Terms and Conditions are incorporated herein by this reference.

ATTACHMENT D: HUB SUPPLEMENTAL VENDOR INFORMATION

Complete and return the Historically Underutilized Businesses (HUB) Vendor Information form.

ATTACHMENT E: CUSTOMER REFERENCE FORM

Complete and return the Customer Reference form.

ATTACHMENT F: LOCATION OF WORKERS UTILIZED BY VENDOR

Complete and return the Location of Workers Utilized by Vendor form.

ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION

Complete, sign, and return the Certification of Financial Condition form.

ATTACHMENT H: Student Health Center Labs RFP - Requirements Matrix

Student Health Center Labs RFP - Requirements Matrix		
<i>All Vendors Must Have the below Requirements as these are critical to the current delivery time box.</i>		
Req. ID	Description	<u>Vendor Self-Assessment</u>
	Functional Requirements	Please indicate below for each listed requirement: Either Full, Partial, or Does Not Meet
1	Broad Test Menu	
2	Specimen Tracking Ability	
3	Efficient Customer Service	
4	Dedicated Representative for our Account	
5	Testing and Specimen Collection Supplies	
6	Phlebotomist (as needed/or upon reasonable request)	
7	STAT Courier Services (as needed)	
8	Specimen Pickup (preferred 2x per day, required 1x per day)	
8	Notification of abnormal/extended testing delays	
10	Preliminary Result Verification	
11	Tracking and Reporting for add-on Reflex Testing (every 1-2 weeks)	
12	Provide an example of how a Calcium test will result in the EHR (Point and Click) as "low, critical low, normal, high, critical high"	
Integration Requirements		
13	Integration with Lab Information Systems at no additional cost (example Orchard)	
Maintenance and Support		
14	A Service Level Agreement shall be offered to support extended hours and/or quicker response times to tech support requests	
15	Vendor shall provide multiple ways to initiate a support request including email, web page and/or voice mail	
16	UNC Charlotte will be alerted immediately when there are service interruptions	
17	Vendor shall have a service escalation process	

ATTACHMENT I: UNC CHARLOTTE DATA PROTECTION AGREEMENT (DPA)

The awarded contractor will be required to sign the University's standard Data Protection Agreement. Review the DPA which can be found at the following link: https://drive.google.com/drive/folders/1Y2SsUnOeAKOC0uV_Fi2q2wBqDbObe-Fk

***** Failure to Return the Required Attachments May Eliminate
Your Response from Further Consideration *****