

March 13, 2015

ADDENDUM NO. 02

Your reference is directed to Bid Number 360PUR-SSRFP018 for the Request for Proposal for Genetic Testing for the State of Louisiana, Department of Child and Family Services, which is scheduled to open at 3:00 p.m. (CST) on March 27, 2015.

The following changes are to be made to the referenced solicitation:

Changed to read:

Page iii of the RFP: Table of Contents: Add Attachment XI – Insurance Requirements for Contractors

Page 9 of the RFP, Section 3 Proposal Information, 3.1, Remove bullet number 7:

Proposer shall provide paternity testing results meeting the standard of 99.9% threshold probability per LA R.S. 9:397.3. This testing includes situations that involve motherless test, mutations, incest and multiple partners of the same family. Proposer shall explain what testing processes will be used to determine paternity in above stated situations.

Page 10 of the RFP, Section 3 Proposal Information, 3.7 Subcontracting Information

Currently Reads: 1st paragraph

The State shall have a single prime contractor as the result of any contract negotiation, and that prime contractor shall be responsible for all deliverables specified in the RFP and proposal. The selected Proposer shall be required to assume responsibility for all services offered in his proposal. The State shall consider the prime contractor to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract.

Changed to Read: 1st paragraph

If the State awards a contract to two contractors, one contractor shall be the prime contractor for the Northern Area and the other contractor shall be the prime contractor for the Southern Area of the State. As the result of any contract negotiation these prime contractors shall be responsible for all deliverables specified in the RFP and proposal. If the State awards a contract to only one prime contractor that prime contractor shall be responsible for both areas of the State and all deliverables specified in the RFP and proposal. The selected Proposer shall be required to assume responsibility for all



services offered in his proposal. The State shall consider the prime contractor(s) to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract.

Page 33 of the RFP, D. Functional Requirements 2 (b)

Currently Reads:

b) Each adult person will be required to identify himself or herself by presenting government-issued photo identification. If the individual does not have the proper identification, Contractor's Identity Verification Form will be used. It allows two individuals to establish the identity of the party without proper identification – either the other party in the case or a Child Support Enforcement Section or Child Welfare staff member.

Changed to read:

b) Each adult person will be required to identify himself or herself by presenting government-issued photo identification. The proposer shall provide their methodology for identity verification when the individual does not have a government issued photo identification.

A copy of the identify verification shall be included in the final report to the department.

Page 39 of the RFP, E – Technical Requirements, (1, 2 & 3)

Currently Reads:

1. The genetic test report shall be rendered by the Contractor(s) when:
 - a) Unrounded combined paternity index (PI) equals or exceeds ten thousand (10,000) and the probability of paternity equals or exceeds ninety nine point nine percent (99.9%)
2. The genetic test shall consist of a minimum fifteen (15) probe PCR test.
3. In paternity cases involving the following factual situations Contractor must provide solutions to meet the acceptance rate of 99.9%:
 - a) motherless tests (only child and alleged father's samples collected) with or without mutations
 - b) a paternity trio with a single non-match between alleged father and child (mutation)
 - c) incest
 - d) all cases that identify more than one mutation during testing
 - e) additional relationship with a biological relative of alleged father to the second degree (e.g. brother, natural father of alleged father, or uncle), or
 - f) when the use of PCR testing does not achieve an un-rounded combined paternity index (PI) equal to or greater than 50,000

Changed to Read:

1. Genetic Test reports shall be rendered on all completed tests. The report shall contain the unrounded combined paternity index (PI) and the probability of paternity percentage rounded to the 5th decimal place.
2. Proposer shall describe testing method used in standard trio cases to achieve a combined paternity index exceeding ten thousand (10,000).
3. Proposer shall describe testing method used in the following cases to achieve a combined paternity index exceeding fifty thousand (50,000). Explain, in detail, testing method proposed when it is not possible to obtain this level of discrimination on complex cases.
 - a) motherless tests (only child and alleged father's samples collected) with or without mutations
 - b) a paternity trio with a single non-match between alleged father and child (mutation)
 - c) incest
 - d) all cases that identify more than one mutation during testing
 - e) additional relationship with a biological relative of alleged father to the second degree (e.g. brother, natural father of alleged father, or uncle)

Page 40 of the RFP, E. Technical Requirements 4

Currently Reads:

The Contractor's written report shall be notarized and provided to the State's requesting DCFS office within fifteen (15) working days of obtaining all genetic specimens in a case. The report shall include the following:

Changed to read:

The Contractor's written report shall be notarized and provided to the State's requesting DCFS office within fifteen (15) calendar days of obtaining all genetic specimens in a case. The report shall include the following:

Changed to read:

Page 63 of the RFP: Add Attachment XI – Insurance Requirements for Contractors

ATTACHMENT XI

INSURANCE REQUIREMENTS FOR CONTRACTORS

The Contractor shall purchase and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, employees or subcontractors.

A. MINIMUM SCOPE AND LIMITS OF INSURANCE

1. Workers Compensation

Workers Compensation insurance shall be in compliance with the Workers Compensation law of the State of the Contractor's headquarters. Employers Liability is included with a minimum limit of \$500,000 per accident/per disease/per employee. If work is to be performed over water and involves maritime exposure, applicable LHWCA, Jones Act, or other maritime law coverage shall be included and the Employers Liability limit increased to a minimum of \$1,000,000. A.M. Best's insurance company rating requirement may be waived for workers compensation coverage only.

2. Commercial General Liability

Commercial General Liability insurance, including Personal and Advertising Injury Liability, shall have a minimum limit per occurrence of \$1,000,000 and a minimum general aggregate of \$2,000,000. The Insurance Services Office (ISO) Commercial General Liability occurrence coverage form CG 00 01 (current form approved for use in Louisiana), or equivalent, is to be used in the policy. Claims-made form is unacceptable.

3. Automobile Liability

Automobile Liability Insurance shall have a minimum combined single limit per occurrence of \$1,000,000. ISO form number CA 00 01 (current form approved for use in Louisiana), or equivalent, is to be used in the policy. This insurance shall include third-party bodily injury and property damage liability for owned, hired and non-owned automobiles.

B. DEDUCTIBLES AND SELF-INSURED RETENTIONS

Any deductibles or self-insured retentions must be declared to and accepted by the Agency. The Contractor shall be responsible for all deductibles and self-insured retentions.

C. OTHER INSURANCE PROVISIONS

The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverages

a. The Agency, its officers, agents, employees and volunteers shall be named as an additional insured as regards negligence by the contractor. ISO Form CG 20 10 (current form approved for use in Louisiana), or equivalent, is to be used when applicable. The coverage shall contain no special limitations on the scope of protection afforded to the Agency.

- b. The Contractor's insurance shall be primary as respects the Agency, its officers, agents, employees and volunteers. Any insurance or self-insurance maintained by the Agency shall be excess and non-contributory of the Contractor's insurance.
- c. Any failure of the Contractor to comply with reporting provisions of the policy shall not affect coverage provided to the Agency, its officers, agents, employees and volunteers.
- d. The Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the policy limits.

2. Workers Compensation and Employers Liability Coverage

The insurer shall agree to waive all rights of subrogation against the Agency, its officers, agents, employees and volunteers for losses arising from work performed by the Contractor for the Agency.

3. All Coverages

- a. Coverage shall not be canceled, suspended, or voided by either party (the Contractor or the insurer) or reduced in coverage or in limits except after 30 days written notice has been given to the Agency. Ten-day written notice of cancellation is acceptable for non-payment of premium. Notifications shall comply with the standard cancellation provisions in the Contractor's policy.
- b. Neither the acceptance of the completed work nor the payment thereof shall release the Contractor from the obligations of the insurance requirements or indemnification agreement.
- c. The insurance companies issuing the policies shall have no recourse against the Agency for payment of premiums or for assessments under any form of the policies.
- d. Any failure of the Contractor to comply with reporting provisions of the policy shall not affect coverage provided to the Agency, its officers, agents, employees and volunteers.

D. ACCEPTABILITY OF INSURERS

All required insurance shall be provided by a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located. Insurance shall be placed with insurers with a A.M. Best's rating of **A-:VI or higher**. This rating requirement may be waived for workers compensation coverage only.

If at any time an insurer issuing any such policy does not meet the minimum A.M. Best rating, the Contractor shall obtain a policy with an insurer that meets the A.M. Best rating and shall submit another Certificate of Insurance as required in the contract.

E. VERIFICATION OF COVERAGE

Contractor shall furnish the Agency with Certificates of insurance reflecting proof of required coverage. The Certificates for each insurance policy are to be signed by a person

authorized by that insurer to bind coverage on its behalf. The Certificates are to be received and approved by the Agency before work commences and upon any contract renewal thereafter.

In addition to the Certificates, Contractor shall submit the declarations page and the cancellation provision endorsement for each insurance policy. The Agency reserves the right to request complete certified copies of all required insurance policies at any time.

Upon failure of the Contractor to furnish, deliver and maintain such insurance as above provided, this contract, at the election of the Agency, may be suspended, discontinued or terminated. Failure of the Contractor to purchase and/or maintain any required insurance shall not relieve the Contractor from any liability or indemnification under the contract.

F. SUBCONTRACTORS

Contractor shall include all subcontractors as insureds under its policies OR shall be responsible for verifying and maintaining the Certificates provided by each subcontractor. Subcontractors shall be subject to all of the requirements stated herein. The Agency reserves the right to request copies of subcontractor's Certificates at any time.

The proposer's written inquiries received by the inquiry deadline of Feb 13, 2015 and the state's responses are included as follows:

1. Please provide the current price per person being paid for genetic testing.

DCFS Response:

The following prices are in the current contract:

Vendor #1

\$51.00 Complete PCR Draw

\$15.00 Partial PCR Draw

\$51.00 Complete RFLP Draw

\$39.00 DCFS provides the sample collection for PCR Draw

Vendor #2

\$49.00 Complete PCR Draw

\$20.00 Partial PCR Draw

\$49.00 Complete RFLP Draw

\$33.00 DCFS provides the sample collection for PCR Draw

Also see response in question #7.

2. Please provide a current list of collections sites along with the collection schedule for these sites.

DCFS Response:

Collection sites are attached at the end of these questions/responses.

The schedule varies for each site and is not available.

3. Can you provide the insurance requirements applicable to this contract?

DCFS Response:

DCFS will amend the RFP to add the insurance requirements as Attachment XI.

4. Please provide a list of Parish's where DCFS performs the collection.

DCFS Response:

Region 9 (Monroe and Tallulah offices) is responsible for the following parishes: Caldwell, East Carroll, West Carroll, Franklin, Lincoln, Madison, Morehouse, Ouachita, Richland, Tensas and Union. DCFS staff as well as the contractor performs genetic testing for these parishes.

5. What percentage of samples collected on an annual basis is collected by DCFS staff?

DCFS Response:

DCFS cannot provide a percentage of samples collected but between the two offices identified in question #4 they swab approximately 500 per year.

6. Table IX on page 60 provides data on the number of tests completed by Child Support Enforcement and Child Welfare from 2010 – 2013. Does the term "test" refer to a single individual's sample or a typical paternity case (mother, child, alleged father)?

DCFS Response:

The term test refers to the paternity case.

7. Regarding Attachment II Price Schedule on page 45 - Please provide clarification for "Complete PCR Draw". Based on the definition provided in the RFP it appears this is a "per case price" and not at "per person price". As such, in cases where there are multiple children, multiple alleged fathers, and family study's how is the vendor to price/bill for additional parties above the standard 3-party case?

DCFS Response:

If all people referred for a particular paternity case are drawn, it is considered a complete draw and the department will pay the complete draw price per person.

If any of the persons referred fail to appear and their genetic tissues are not collected and a report is not provided for a particular paternity case, it is considered a partial draw and the department will pay the partial draw price for each person that is drawn.

If at a later date the person(s) who were not drawn appear and submit to the genetic test(s) and a report is provided, the state will pay the difference between the complete and partial draw amount for each person.

8. Regarding item 17 on page 38, please describe the interface requirements of the LASES system and the data format required to pass data to/from the LASES system.

DCFS Response:

The vendor has withdrawn this question.

9. Regarding item 3.7 on page 10, please define what the agency considers to be a subcontractor.

DCFS Response:

A subcontractor is a person who is hired by a general contractor (or prime contractor, or main contractor) to perform a specific task as part of the overall project and is normally paid for services provided to the project by the originating general or prime contractor.

10. Item 5.5 on page 22 contains the following:
 - a. Proposers should explain how cases are chosen to send to another lab to review the results.
 - b. Proposers should include the percentage of cases that are sent for review.We respectfully request these requirements be removed as they are not standard practice in the industry nor are they required for accreditation.

DCFS Response:

The requirements in item 5.5 will remain in the RFP as written.

11. Item 5.4.c.12 page 22 requests the following information with regard to staff resumes: (12) Customer references (name, title, company name, address and telephone number) should be provided for the cited projects in the individual resumes. Please clarify what format is to be used for this reference.

DCFS Response:

Bullet #12 is listed under item 'C' with 11 other items that should be included in the staff resumes. The last statement in item C states 'The resumes and qualification summaries should include'. No special format is required for customer references and should be included as part of their resume.

12. Please provide a copy of the Contractor's Identity Verification Form spoken of on page 33 in item 2.b.

DCFS Response:

A copy is not being provided. DCFS will amend the RFP D. Functional Requirements 2 (b) to read:

Each adult person will be required to identify himself or herself by presenting government-issued photo identification. The proposer shall provide their methodology for identity verification when the individual does not have a government issued photo identification.

A copy of the identify verification shall be included in the final report to the department.

13. Item 2.c on page 33 indicates that collection of the social security number of the tested individual is required however due to issues related to test participant confidentiality this is not information we collect. Can this requirement be removed or alternatively will the agency accept only the last 4 digits of the social security number to be collected?

DCFS Response:

It is acceptable to document the last 4 digits of the SSN

14. Regarding Attachment III Customer References page 46, what information is required for "Brief description of I.T. environment"?

DCFS Response:

Provide a brief description of your IT Environment that will provide reports, the Electronic Data Transfer Process, Website and any other IT functions that you would provide to meet the RFP requirements.

15. Regarding Attachment IV State and Local Presence on page 53, please describe the type of information that is being requested or alternatively provide examples of the kind(s) of information being requested.

DCFS Response:

Correction: State and Local Presence is Attachment VI, not IV.

This form is used to gather information of contractor offices located in Louisiana.

16. We request further clarification on the requirement from page 39 section E Technical Requirements which states:

The genetic test report shall be rendered by the Contractor(s) when:

- a. Unrounded combined paternity index (PI) equals or exceeds ten thousand (10,000) and the probability of paternity equals or exceeds ninety nine point nine percent (99.9%)

The combined paternity index and probability of paternity are not compatible. Specifically the probability of paternity is of 99.9% is equivalent to a combined paternity index of 1,000. This would be consistent with LRS 9:397.3(2)(b). The combined paternity index of 10,000 is equivalent to a probability of paternity of 99.99%. The accreditation standard of AABB (and the majority of States) is a combined paternity index of 100 which is equivalent to a probability of paternity of 99%. LabCorp would suggest that this requirement be changed to match Louisiana's statutory requirement and read: Unrounded combined paternity index (PI) equals or exceeds one thousand (1,000) and the probability of paternity equals or exceeds ninety nine and nine tenths percent (99.9%).

DCFS Response:

DCFS will amend the RFP Section E. Technical Requirements 1, 2 & 3 to read:

1. Genetic Test reports shall be rendered on all completed tests. The report shall contain the unrounded combined paternity index (PI) and the probability of paternity percentage rounded to the 5th decimal place.
2. Proposer shall describe testing method used in standard trio cases to achieve a combined paternity index exceeding ten thousand (10,000).
3. Proposer shall describe testing method used in the following cases to achieve a combined paternity index exceeding fifty thousand (50,000). Explain, in detail, testing method proposed when it is not possible to obtain this level of discrimination on complex cases.
 - a) motherless tests (only child and alleged father's samples collected) with or without mutations
 - b) a paternity trio with a single non-match between alleged father and child (mutation)
 - c) incest
 - d) all cases that identify more than one mutation during testing
 - e) additional relationship with a biological relative of alleged father to the second degree (e.g. brother, natural father of alleged father, or uncle)

17. Page 1 of the RFP states that one or two contractors will be selected; yet page 10, Section 3.7 states that the State shall have a single prime contractor. Is it the State's intent to make multiple awards as has been historically done, or will the entire state be awarded to a single contractor?

DCFS Response:

DCFS will amend the RFP Section 3.7 Subcontracting Information to read:

If the State awards a contract to two contractors, one contractor shall be the prime contractor for the Northern Area and the other contractor shall be the prime contractor for the Southern Area of the State. As the result of any contract negotiation these prime contractors shall be responsible for all deliverables specified in the RFP and proposal. If the State awards a contract to only one prime contractor that prime contractor shall be responsible for both areas of the State and all deliverables specified in the RFP and proposal. The selected Proposer shall be required to assume responsibility for all services offered in his proposal. The State shall consider the prime contractor(s) to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract.

18. Section 5.3 on page 20 states that the proposer shall provide the names of all clients to whom similar services have been provided within the past three (3) years. A later bullet point requests a Reference Response Request Form be provided to each reference. The

list of clients could potentially number in the hundreds. Please clarify exactly how many client references are requested to complete the Reference Response Request Form?

DCFS Response:

Proposer must provide a minimum of three (3) clients for which it was responsible as the primary provider of services of similar type and scope to those as defined in this RFP.

19. Please clarify the technical requirements for probability of paternity on page 39. A paternity index of 10,000 equals a probability of paternity of 99.99%, not 99.9%.

DCFS Response:

Please refer to response in question #16.

20. Please clarify the State's turnaround time requirement. Page 37 states the turnaround time is 15 calendar days from the date of collection. Page 40 states the turnaround time is 15 working days from receipt of samples.

DCFS Response:

DCFS will amend the RFP Technical Requirements #4 to read:

The Contractor's written report shall be notarized and provided to the State's requesting DCFS office within fifteen (15) calendar days of obtaining all genetic specimens in a case.

21. Section 5.5 discusses cases that need to be sent out for review. Please clarify this requirement.

DCFS Response:

DCFS is asking the proposer to define their criteria for using another lab to review the test results.

22. There are discrepancies within the RFP as to the minimum requirements of the combined paternity index (CPI) and/or the corresponding probability of paternity. Please see the table below for Probability of Paternity and its corresponding Paternity Index. CSE (formerly SES) has required a minimum combined paternity index of 10,000 (probability of paternity = 99.99%) for PCR testing since 2004. Is this standard going to be maintained for the next contract or lowered to a CPI of 1,000 (99.9%) or increased to a CPI of 50,000 (99.998%)?

DCFS Response:

Please refer to response in question #16.

DCFS will amend the RFP Section 3.1 to remove bullet # 7:

Proposer shall provide paternity testing results meeting the standard of 99.9% threshold probability per LA R.S. 9:397.3. This testing includes situations that involve motherless

test, mutations, incest and multiple partners of the same family. Proposer shall explain what testing processes will be used to determine paternity in above stated situations.

| Combined Paternity Index | Probability of Paternity |
|--------------------------|--------------------------|
| 1,000 | 99.9% |
| 10,000 | 99.99% |
| 50,000 | 99.998% |

Discussion and History

The question is especially important because it directly impacts the reliability of genetic testing that the State of Louisiana receives.

For over a decade, the State of Louisiana has received very reliable paternity test results by requiring a 99.99% probability of paternity. Louisiana leads the country both in understanding the problem and in standing up for families by setting this standard.

There are several discrepancies within the proposal related to the requirement for a minimum probability of paternity and the related combined paternity index. CSE currently requires a minimum combined paternity index of 10,000 and a minimum probability of paternity of 99.99%.

PTC currently offers CSE a minimum combined paternity index of 50,000 and a minimum probability of paternity of 99.998%. In the many years since PTC has put this standard in place there has never been a case that could not meet that standard. In part, this standard is responsible for the fact that Louisiana has never received an incorrect result from PTC. Retaining a high standard for paternity testing is very important to the reliability of testing that the State will receive.

While Louisiana state law requires only a 99.9% probability of paternity, that standard was set at a time when the earlier and more conservative and robust RFLP type of DNA testing was still being used for paternity. As PCR testing was being adopted by the FBI, because of its ability to amplify smaller samples of DNA found at a crime scene, and being considered for paternity testing, Louisiana Support Enforcement immediately saw the problem of relying on the same standard with the less conservative PCR type of DNA testing.

This fact was recognized in the Louisiana 2004 RFP for Genetic Testing. Section 2.1 (H) of the 2004 RFP provided that:

"contractors must produce paternity tests that provide for a minimum probability of paternity of 99.9% and three exclusions when using RFLP."

Section 2.1 (I) provided that:

"If PCR testing is allowed under this contract, the contractor must provide for a minimum probability of 99.99% and four clear exclusions."

By this requirement, CSE assured the State of a test that was as reliable as the Louisiana legislature had intended when passing the 99.9% standard under the prevailing RFLP basis of paternity testing. By insisting on this 99.99% standard for PCR paternity tests, SES also took a strong stand to spare Louisiana families the devastation reeked by erroneous paternity test results.

Erroneous results have broken families apart, have caused biological parents (and their extended families) to never be found and included in the child's life, and have caused many other serious problems for mothers and children. They have a very destabilizing effect on families.

The laboratories performing paternity testing for the State of Louisiana have always been able to comply with the 99.99% standard. Over the past ten years it has become even easier to comply, as more and better genetic markers have become commercially available. The recent adoption of the Promega Fusion kit by the larger laboratories, with twenty-four genetic markers being used in the initial test, has made the 99.99% goal easier still.

Unfortunately, some of the initial tests will generate lower probabilities, and be less reliable. If a laboratory is not forced to continue testing on those individual tests until reaching a reliable standard, often they do not. So the minimum requirement is important.

There are several places within the RFP that refer to a minimum probability of paternity of 99.9% under the new RFP? RFP Section 3.1(7) and Attachment I, Section E-1, both refer to a 99.9% probability of paternity. Given that this would be taking a step backward in reliability of testing and would be a less reliable test than originally intended by the Louisiana legislature, at a time when the more reliable 99.99% standard has become even easier to achieve, caused us to simply point out this issue for your consideration.

Also, the language of the RFP regarding the required minimum standard is conflicting. Attachment I, Section E-1 requires both a 99.9% probability of paternity and a combined paternity index (CPI) of 10,000. The probability of paternity is calculated from the CPI, and so the numbers have a direct correlation with each other. A probability of paternity of 99.9% is the same level of testing as a CPI of 1,000. A CPI of 10,000 is the same level of reliability as a probability of paternity of 99.99%.

Similarly, in Attachment I, Section E-3 requires the contractor to provide in its proposal solutions for situations when the test initially produces a probability of paternity below 99.9%. However, Section E-3-f asks for the contractor's plan when the combined paternity index is less than 50,000. A CPI of 50,000 corresponds with a probability of paternity of 99.998%, which is fifty times stronger than a probability of paternity of 99.9%. This standard of a minimum CPI of 50,000 is the standard that has been guaranteed by PTC for the past three contract periods.

DCFS Genetic Test Locations

| | |
|---|--------------------------------------|
| WEST FELICIANA PARISH HOSPITAL | TENSAS PARISH HEALTH UNIT |
| ASCENSION PARISH OFS | CALDWELL PARISH COURTHOUSE |
| CLARION INN & CONFERENCE | BIENVILLE PARISH COURTHOUSE |
| COUNCIL ON AGING - NAPOLEONVILLE | CLAIBORNE COMMUNITY |
| SUPPORT ENFORCEMENT SERVICES – BATON ROUGE | JACKSON PARISH HOSPITAL |
| QUAD AREA COMMUNITY ACTION AGENCY | LINCOLN PARISH OFS |
| IBERVILLE PARISH | UNION GENERAL HOSPITAL |
| COUNCIL ON AGING – NEW ROADS | SUPPORT ENFORCEMENT SERVICE – MONROE |
| ST JAMES PARISH | PREFFERED INN |
| PRIME MEDICAL CLINIC | EMBERS INN |
| SUPPORT ENFORCEMENT SERVICES – LAKE CHARLES | SUPER 8 |
| THE IMMACULATA CENTER | THOMAS JASON LINGO COMMUNITY CENTER |
| BEUCARE RECREATION | RAPIDES PARISH HEALTH UNIT |
| JEFFERSON PARISH DISTRICT ATTORNEY | YWCA |
| RELIAGENE TECHNOLOGIES – MARRERO | CONCORDIA PARISH COURTHOUSE |
| RELIAGENE TECHNOLOGIES – NEW ORLEANS | WINN PARISH COURTHOUSE |
| DESOTO DISTRICT ATTORNEY, CHILD SUPPORT | AVOYELLES PARISH HEALTH UNIT |
| SABINE PARISH DISTRICT ATTORNEY | LASALLE PARISH COURTHOUSE |
| NATCHITOCHE PARISH DISTRICT ATTORNEY | VERNON PARISH DISTICT ATTORNEY |
| RED RIVER DISTRICT ATTORNEY, CHILD SUPPORT | GRANT PARISH COURTHOUSE |
| LIVINGSTON PARISH TOWN | HARRISONBURG COURTHOUSE |
| ST HELENA COURTHOUSE | ALLEN RURAL HEALTH CLINIC |
| ST TAMMANY COURTHOUSE | OLD CITY MARKET |
| SUPPORT ENFORCEMENT – AMITE | CIVIC CENTER |
| WASHINGTON PARISH COURTHOUSE | SCOTT EVENT CENTER |
| CHILD SUPPORT ENFORCEMENT – SHREVEPORT | IBERIA GENERAL HOSPITAL |
| WEBSTER PARISH COURTHOUSE | ST MARTIN PARISH DISTRICT ATTORNEY |
| THIBODAUX CIVIC CENTER | ST.MARY PARISH COURTHOUSE |
| DISTRICT ATTORNEY'S OFFICE ANNEX 5 - HANNAVILLE | ST LANDRY PARISH DISTRICT ATTORNEY |
| ARCURI CENTER | MADISON COMMUNITY CENTER |
| TERREBONNE PARISH COURTHOUSE | EAST CARROLL PARISH HOSPITAL |
| EAST CARROLL PARISH HOSPITAL | |