

**ARLINGTON COUNTY, VIRGINIA  
OFFICE OF THE PURCHASING AGENT  
REQUEST FOR PROPOSALS NO. 20-017-RFP**

**ADDENDUM NO. 1**

Arlington County Request for Proposals No. 20-017-RFP for Psychological Assessment and Fitness for Duty Services is amended as follows:

1. I. Introduction to Evaluation Process, fourth paragraph is hereby **deleted** in its entirety and **replaced** with the following language:

The County reserves the right to award separately to two different Offerors or award to one Offeror for Category 1: Pre-employment Applicant Assessments, Special Duty Position Evaluations and Consultant Services and Category 2: Fitness for Duty Evaluation and Consultant Services, as described below. Offerors must indicate in their proposals the categories which they are submitting.

2. IV. Scope of Services Subsection C. Evaluations paragraph Fitness for Duty Evaluations is hereby **deleted** in its entirety and **replaced** with the following:

At the request of the Agency, the Contractor will perform psychological assessments, evaluations and recommendations regarding the fitness for duty of firefighters/EMT, police officers, deputy sheriffs, or other employees. Fitness for duty assessments will include a minimum of: one in-person interview with the employee, a battery of psychological tests and review of any other information deemed appropriate by the Contractor after input from the Agency.

The resulting report shall provide a conclusive recommendation whether an employee is able to safely (without risk to himself, herself or others) able to perform the essential job duties of his/her position with or without an accommodation.

The following are answers to the questions received in response to the above referenced RFP:

1. **Question:** In reference to the below, does the offeror need to possess an Arlington County Business License? Also, do they have to have a physical office in Arlington County? 13. ARLINGTON COUNTY BUSINESS LICENSES The successful Offeror must comply with the provisions of Chapter 11 ("Licenses") of the Arlington County Code, if applicable. For information on the provisions of that Chapter and its applicability to this solicitation, contact the Arlington County Business License Division, Office of the Commissioner of the Revenue

**Answer:** Offerors should contact the Arlington County Business License Division to determine if a County business license will be required. The Contractor will not be required to have a physical office located in Arlington County.

2. **Question:** Can you please address if you will accept one proposal that offers the delivery of pre-employment, fitness for duty and other evaluative services? Our firm routinely provides pre-

employment selection, fitness for duty examinations and other evaluative services to public safety and security agencies; these are the only clients we service. We have also expertise in assessing for special duty assignments, to include SWAT, hostage negotiator, EOD and undercover assignments, as well as for allied duties such as animal protection/control and parking enforcement, among others.

**Answer:** Please reference amendment number 1 above.

3. **Question:** Will a different process to evidence adherence to EEO law for non-discrimination than that listed in the RFP be considered? The procedure indicated in the RFP implies that “testing” is the determinant of the psychological recommendation, when in fact the majority of inmates in the county jail would have scores on psychological tests that would not be disqualifying. The best predictor of future behavior is past behavior; the history (what people do with their resources) accounts for the most accurate and fairest predictor factors. It is the “4/5th’s Rule” standard for nondiscrimination to which your vendor (and the County) are accountable. Additionally, the practices involved must demonstrate compliance with the requirements of the Americans with Disabilities Act (ADA/ADAAA) and the Genetic Information Nondiscrimination Act (GINA).

**Answer:** Alternative process for adherence to EEO will be considered if such process is certified by a third party as non-discriminatory. Offerors shall describe the process in detail, describe the advantages of the alternate process, and provide evidence of endorsement of such process by industry organizations.

4. **Question:** Will alternative evaluation procedures (e.g., testing, sequencing, reporting details, etc.) be considered? The point being, that our services are in keeping with professional standards of practice and law, but very different to those in the RFP. We believe our service is to be superior in the capacity to prove accurate, fair and useful recommendations that are defensible.

**Answer:** Alternative evaluation procedure will be considered. Offeror shall describe the evaluation procedure in detail, provide evidence of endorsement of such process by industry organizations and/or examples of using these testing models by other jurisdictions in law enforcement context, describe the advantages over the historically used models.

5. **Question:** The RFP section regarding the psychological tests appears to mandate tests being used by the current provider of services, rather than considering optional tests proposed by prospective vendors. In fact, the majority of psychologists nationwide choose one test of "normal range" psychological traits and characteristics, plus one test of psychopathology. To meet this requirement most psychologists choose the CPI Police and Public Safety Selection Report for "normal range" personality assessment, followed by either the MMPI-2 RF PCIR or the PAI Police and Public Safety Selection Report for the test of psychopathology (Corey, 2106, October). Our question is, will the County consider alternative psychological tests for this contract if we demonstrate that our proposed test protocol is better than or equal to the tests specified in the RFP?

**Answer:** Alternative testing protocols will be considered. Offerors shall describe the tests in detail, provide evidence of endorsement of such process by industry organizations and/or examples of using these testing models by other jurisdictions in law enforcement context, describe the advantages over the historically used models, and provide sample test reports.

The balance of the solicitation remains unchanged.

Arlington County, Virginia

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**RETURN THIS PAGE, FULLY COMPLETED AND SIGNED, WITH YOUR PROPOSAL:**

**OFFEROR ACKNOWLEDGES RECEIPT OF ADDENDUM NUMBER 1.**

**FIRM NAME:** \_\_\_\_\_

**AUTHORIZED  
SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_