

ADDENDUM NO. 1

RFP NUMBER: _____175950_____

RFP TITLE: _____RFP for Fire Department Promotional Testing and Assessment Services_____

DEPARTMENT: ___Chattanooga Fire Department_____

COMMODITY: ___Promotional Testing and Assessment Services_____

DATE OF ADDENDUM: _____September 20, 2018_____

RFP DUE DATE: _____September 27, 2018_____

RFP DUE TIME: _____4:00 p.m., e.s.t._____

REASON: ANSWERS TO QUESTIONS

(SIGNED): _____(DATE): _____

(COMPANY): _____

Sign one (1) copy of this page and return it with your proposal, or separately and clearly labelled only if your proposal has already been submitted, to the Purchasing Department (email: dmkeylon@chattanooga.gov; or fax to 423-643-7244 Attn: D Keylon; or mail to Purchasing Dept., Attn: D Keylon, 101 E. 11th Street, Suite G-13, Chattanooga, TN 37402.

Retain a copy for your file.

ADDENDUM NO. 1
QUESTIONS AND ANSWERS

RFP NUMBER: _____175950_____

RFP Name: ____ Fire Department Promotional Testing and Assessment Services_____

Question: Will the City/Department provide the video equipment and personnel to record the candidate orientation seminars?

Answer: Preference would be for contractor to provide

Question: When is the Department anticipating testing each rank? Are the processes typically developed concurrently and administered consecutively in order to use the same assessors? Or are the processes developed and administered completely independently from one another?

Answer: Early February but no later than April. Yes, processes are developed concurrently and administered consecutively in order to use the same assessment period.

Question: If the City were to utilize a written examination for each rank, would the City or vendor be responsible for establishing a pass point?

Answer: City

Question: How many candidates have historically participated in each promotional process for each rank?

Answer: The anticipated candidate count is Lieutenant- 50, Captain- 50 and Battalion Chief- 25

Question: Are there geographical constraints for assessors? In other words, must they be within the state or within a certain radius, or may they come from any location?

Answer: The assessor can come from any location outside a 100 mile radius of Chattanooga, but the assessments must be conducted in Chattanooga, Tennessee.

Question: How many assessors does the City/Department prefer for each exercise?

Answer: 3 minimum

Question: Who is the previous vendor who has developed similar processes for the City? Was the City/Department pleased with the services provided? What was the previous contract value for each rank for similar services?

Answer: Industrial/Organizational Solutions is the previous vendor. Yes, the City was pleased with the services. The contract was for overall service and not divided by rank.

Question: Has the City/Department been involved in litigation regarding its promotional processes? If so, please provide specifics.

Answer: Not in recent history.

END