ADDENDUM No. 1

RFP No. 947

Promotional Assessment of AAPD Officers

Due: October 14, 2015 at 10:00 A.M.

The following changes, additions, and/or deletions shall be made to the Request for Proposal for Promotional Assessment of AAPD Officers RFP No. 947 on which proposals will be received on/or before October 14, 2015 by 10:00 A.M.

The information contained herein shall take precedence over the original documents and all previous addenda (if any), and is appended thereto. **This Addendum includes 2 page(s).**

Offeror is to acknowledge receipt of this Addendum No. 1, including all attachments in its Proposal by so indicating in the proposal that the addendum has been received. Proposals submitted without acknowledgement of receipt of this addendum will be considered nonconforming.

I. CORRECTIONS/ADDITIONS/DELETIONS

Changes to the Bid documents which are outlined below are referenced to a page or Section in which they appear conspicuously. The Bidder is to take note in its review of the documents and include these changes as they may affect work or details in other areas not specifically referenced here.

Section/Page(s)	Change
Page 12	As provided in RFP Document: Proposal Evaluation 1 - The selection committee will evaluate each proposal by the above-described criteria and point system (A through B, based on 100 points) to select a shortlist of firms for further consideration. As updated herein: Proposal Evaluation 1 - The selection committee will evaluate each proposal by the above-described criteria and point system (A through B, based on 75 points) to select a shortlist of firms for further consideration.

Comment: Initial evaluations with be based on Professional Qualifications/Quality of Work (25 points) and Proposed Work Plan (50 points).

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II. QUESTIONS AND ANSWERS

The following Questions have been received by the City. Responses are being provided in accordance with the terms of the RFP. Respondents are directed to take note in its review of the documents of the following questions and City responses as they affect work or details in other areas not specifically referenced here.

Question 1: What vendor(s) have performed these services in the past?
Answer 1: Industrial Organizational Solutions

Question 2: How many candidates do they expect to test for each rank?
Answer 2: 10 - 20 for the Sergeant Rank
5 - 10 for the Lieutenant Rank
These are estimates based on past processes. The actual numbers may vary.

Question 3: Do the candidates need to pass the written test to go on to the assessment center?
Answer 3: No, the candidates do not need to pass the written test to move on to the assessment center. All candidates will move on to the assessment center regardless of their written test score.

Question 4: Are they amenable to video and audio recording of the process?
Answer 4: Video and audio recording of the process is acceptable provided that the vendor allows the Ann Arbor Police Department to have access to the recordings upon request. Candidates must also be provided access to the recordings of their participation in the process upon request from a candidate. Video and audio recordings may not be disseminated to the general public, used on the vendors website, or used in any advertisements for the vendor.

Question 5: Will they consider video and audio recorded feedback as opposed to written feedback to the candidates?
Answer 5: Video and audio recorded feedback may be provided if the vendor chooses to provide it as long as it is provided in addition to written feedback to the candidates. At a minimum, written feedback must be provided to the candidates.

Question 6: The form shown on page 11 does not allow for fees for the development of the assessment center exercises. Where should these fees be shown?
Answer 6: Please include this cost as part of item number 5 (Administer and score assessment center) on the form shown on page 11 of the RFP Document.

Respondents are responsible for any conclusions that they may draw from the information contained in the Addendum