

Clarification Questions for RFP 22-04

#	Section	Page	Item	Question	Response
1.	Cover	Cover	Due date	Please extend the deadline to 2pm on Friday, May 20, 2022.	RFP deadline extended to 2pm on Monday, May 23, 2022.
2.	General Background	1	1.1	What is the impetus for this study? How will the study be funded (e.g., federal grant)?	With a department of this size, after 13 years we would like an assessment.
3.	General Background	1	1.1	When was the last strategic plan developed for the Dunwoody Police Department?	There is not a previous assessment.
4.	General Background	1	1.1	Does the Dunwoody Police Department conduct reviews such as the proposed study on a regular basis? If yes, when was the last one conducted and is the report of the study available for review by Offerors?	This is the first assessment.
5.	Overview of the Major Schedule of Events	3	2.2	What is the period of performance for the resulting contract?	The proposer should include this in their proposal.
6.	Content of Proposal Envelope, Sealed Envelope #2	5	2.5.2	Please confirm if the City has a payment schedule that offerors should use in their responses and provide its location if there is one or if the proposer should create a payment schedule that aligns to its fee proposal.	The proposer should include this in their proposal.
7.	Content of Proposal Envelope, Sealed Envelope #2	5	2.5.2	Please provide the maximum funding amount for the project funding (e.g., not to exceed dollar amount) or a dollar amount range (e.g., \$300,000-\$400,000).	N/A
8.	Copies	6	2.5.3	Is it acceptable to include the USB drive in Envelope #1?	Yes.

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9.	Evaluation of Proposals	7	4.1.3	What is the earliest estimated date for any formal interviews that may be conducted?	TBD
10.	Forms to Complete	12-15	IX	If an offeror chose to type its response to the Proposal Letter and Acknowledgement of RFP Addendums, is it acceptable to copy/paste the text from the solicitation to an MS Word document and include the form, particularly because of the limitations on editing in Adobe?	Yes.
11.	Forms to complete	13	IX	Please provide the Completed Resume Supplemental Questionnaire Form or a link to download the form or confirm if this form is not required.	Attached
12.	Additional Proposal Required Content	12	6.3	Is it acceptable for consultants or independent contractors bid by an offeror to submit references for this proposal?	Yes.
13.	Additional Proposal Required Content	12	6.3	So that offerors can apprise our references when to potentially expect to hear from the City, what is the estimated date by which references should expect to receive correspondence from the City regarding this solicitation?	TBD

RESUME SUPPLEMENTAL QUESTIONNAIRE FORM

The following questions must be answered and submitted as part of the technical proposal. The answers should be concise and the entire completed form must be limited to no more than one and one-half (1 ½) typed pages. Failure to submit this form with completed answers may cause the proposal to be rejected.

1.	Indicate the combined total number of years of experience among the professional project staff who will be assigned to this project who have worked within law enforcement. Additionally, include a summary statement about the type of law enforcement work performed, i.e., local jurisdiction police office, sheriff's department commander, etc.
Answer	
2.	Indicate the combined total number of years of experience among the professional project staff that will be assigned to this project that have performed organizational reviews. This number should include both police department reviews and any other organizational reviews.
Answer	
3.	Describe your familiarity and any involvement with Georgia (or other states) and national law enforcement accreditation programs, such as the Commission on Accreditation for Law Enforcement Agencies (CALEA) and/or the International Association of Directors of Law Enforcement Standards and Training (IADLEST).
Answer	
4.	Provide a brief description of any specific software and/or technology you plan to utilize to support the organizational review (such as computer-programmed surveys, data analysis programs, etc.) Indicate if this will require the participation of police department employees, distinguished from other city departments such as Human Resources, City Administration, etc.
Answer	
5.	Present a brief statement describing your approach to conducting organizational reviews and why you believe such an approach should cause the City of Dunwoody to select your company.
Answer	