

**RFP 2020-19**  
**ADDENDUM #1**  
**July 21, 2020**

*The following information is provided as a result of question(s) posed by vendor(s):*

QUESTION #1: Can the contractor collect other pertinent data such as community wide demographics? Or does APD only want the contractor to analyze the data mentioned in the RFP?

ANSWER #1: The selected Proposer should be prepared to collect community wide demographic data and pertinent qualitative data which could include (but is not limited to) data from interviews as mentioned in the RFP, Section 4.2(B).

QUESTION 2: Have there been any previous evaluations of APD policies, procedures, and practices? If so, were the evaluations conducted by an external vendor?

ANSWER 2: The City may share this information with the selected Proposer after a contract has been executed by both Parties.

QUESTION 3: To what extent has the Community Policing Advisory Committee addressed complaints regarding APD's interactions with the community, particularly Black members of the Albany community?

ANSWER 3: The City may share this information with the selected Proposer after a contract has been executed by both Parties.

QUESTION 4: On page 4, the RFP notes "This page limit applies only to the Statement of Qualifications, and does not apply to the Proposal." Does this mean that respondents should include a technical Proposal, separate from the Statement of Qualification? If so, does that have a page limit? Should it be guided in content by Section 4? Or does "Proposal" in that context refer only to the Cost Proposal?

ANSWER 4: Proposers are permitted to submit a Statement of Qualifications separate and apart from the Proposal. The Proposal must include a cost Proposal and there is no page limit on the Proposal.

QUESTION 5: Does APD or another entity collect, and compile data related to traffic stops, use of force, and complaints?

- a. If so, how are the data formatted and maintained?
- b. If data are maintained, does it contain ethnicity/gender information for those individuals stopped and for the officers making the stops?

ANSWER 5: The answer to Question #5 is, "Yes." The City may share the information, which will answer Questions #3(a) and #3(b), with the selected Proposer after a contract has been executed by both Parties.

QUESTION 6: If APD does not maintain the required data, what level of assistance will be provided to the contractor in collecting the data?

ANSWER 6: The City is prepared to assist the selected Proposer in the collection of data and to provide access to data already collected and relevant to the scope of the project.

QUESTION 7: Can the contractor collect other pertinent data such as community wide demographics? Or does APD only want the contractor to analyze the data mentioned in the RFP?

ANSWER 7: The selected Proposer should be prepared to collect qualitative data, which could include (without limitation) the collection of community-wide demographics as well as the collection of data from interviews as mentioned in the RFP, Section 4.2(B).

QUESTION 8: Page 4, Section 3, Qualifications of Proposer requirements state: "Each Proposer shall provide a Statement of Qualifications which shall not exceed ten (10) pages (including resumes). This page limit applies only to the Statement of Qualifications, and does not apply to the Proposal. The Statement of Qualifications shall include the following:" Please confirm the items to include are A-I in section 3.1 of the RFP. Are all items (A-I) limited to the maximum 10-pages allowed?

ANSWER 8: Yes, the Statement of Qualifications, which shall include the items listed in Sub-sections A-I, is subject to the page limit.

QUESTION 9: Due to page restrictions, may we include resumes and client list in an appendix?

ANSWER 9: No, the resumes are to be included in the Statement of Qualifications, which is subject to the ten-page limit.

QUESTION 10: On page 4, the RFP notes "This page limit applies only to the Statement of Qualifications, and does not apply to the Proposal." Does this mean that respondents should include a technical Proposal, separate from the Statement of Qualification? If so, does that have a page limit? Should it be guided in content by Section 4? Or does "Proposal" in that context refer only to the Cost Proposal?

ANSWER 10: Proposers are permitted to submit a Statement of Qualifications separate and apart from the Proposal. The Proposal must include a cost Proposal and there is no page limit on the Proposal.

QUESTION 11: On the Living Wage Compliance form, it states, "Please provide titles and wage levels below for each employee who directly expends his/her time on a contract with the City." Does this requirement mean the range of salary for each title (e.g. Vice President, Analyst, etc.)? Or, do Proposers need to provide exact salary of each employee assigned/proposed to the project?

ANSWER 11: A salary range is sufficient.

QUESTION 12: What is the proposed budget for the audit?

ANSWER 12: The proposed budget for these audit services is \$80,000.00.