

**Questions and Answers**  
**RFP No. 2019-41**  
**Posted December 16, 2019**

**QUESTION 1** - Please specify the intended audience that makes up “the City of Albany.” City employees or City Citizens?

**ANSWER 1:** City employees.

**QUESTION 2** - How many total employees does the city employ?

**ANSWER 2:** Approx. 1,300

**QUESTION 3** - How many employees would participate in training?

**ANSWER 3:** The number of employees participating in a training will depend on interest and response. The training room can facilitate up to 50 people at a time.

**QUESTION 4** - If citizens, how many citizens would be offered training?

**ANSWER 4:** N/A, see answer to Q1.

**QUESTION 5** - Is this a single vendor award or multiple vendor award?

**ANSWER 5:** This RFP may result in a single vendor award or multiple vendor award, depending on the responses received. Regardless, the resulting contract will be non-exclusive.

**QUESTION 6** - Is there an incumbent learning provider?

**ANSWER 6:** No

**QUESTION 7** - Technical Requirements / Complexity concerns? LMS? If yes, which one(s)?

**ANSWER 7:** There are currently no technical or complexity concerns that can be provided without viewing an RFP response. Proposals with LMS and/or e-learning components will be reviewed with the assistance of the City's IT Department.

**QUESTION 8** - Can you please confirm the contract award date?

**ANSWER 8:** The contract will be awarded for the year 2020. If awarded, the contract will be awarded following a thorough review of all proposals.