



STATE OF DELAWARE  
EXECUTIVE DEPARTMENT  
OFFICE OF MANAGEMENT AND BUDGET

March 17, 2020

TO: ALL OFFERORS

FROM: WALT GORMAN  
STATE CONTRACT PROCUREMENT OFFICER

SUBJECT: ADDENDUM TO REQUEST FOR PROPOSAL NO.: GSS20730-DSP\_TEST  
DSP EMPLOYMENT TESTING SERVICES

**ADDENDUM # 1**

The purpose of this addendum is to answer questions received regarding the solicitation and to extend the proposals due date. Proposals should be received no later than 3:00 PM (Local Time) Wednesday, April 29, 2020. The public bid open will take place at this time.

Information regarding the current contract is available online at:  
[http://contracts.delaware.gov/contracts\\_detail.asp?i=3028](http://contracts.delaware.gov/contracts_detail.asp?i=3028)

Do you anticipate extending the bid due date?

- a. Addendum #1 to this RFP extends the proposals due date to 3:00PM (Local Time) Wednesday, April 29, 2020.
2. What additional details are you willing to provide, if any, beyond what is stated in bid documents concerning how you will identify the winning bid?
  - a. None.
3. Was this bid posted to the nationwide free bid notification website at [www.mygovwatch.com](http://www.mygovwatch.com)?
  - a. Not by the State of Delaware.
4. Other than your own website, where was this bid posted?
  - a. None.
5. Section G 2 and 4 on pages 49 and 50 indicates to provide up to five versions of exercises or tests to accommodate multiple testing days for any phase of the process. Furthermore, the RFP indicates that all test versions should be parallel forms containing new items for each examination at the same difficulty level. For promotion testing, is the State seeking multiple



versions for both the Oral Board Test exercises and Written Test components (e.g., Sergeant and Lieutenant Technical Knowledge Tests and Captain In-Basket Test)?

- a. Yes, the State requires multiple versions of all testing components.
6. Section H 1 on page 50 indicates that the applicant Oral Board Assessment should also have the ability to be conducted electronically in a testing center or other secured facility. Is the State seeking two evaluation options (e.g., evaluation of live performance, and the evaluation of video recorded performance) for the applicant Oral Board Assessment?
    - a. Yes, the State would like the evaluation options of both live and video recordings.
  7. Section N 1 on page 53 indicates that costs for additional services may include, but not limited to, additional versions of the written test, oral board exercises, or to provide additional training. Additionally, Appendix D indicates not less than five versions in the pricing for the Sergeant, Lieutenant, and Captain Written Test Category. Is the State requesting vendors to include up to five versions in the base pricing as reflected in Appendix D, or as additional services as described in Section N 1 on page 53?
    - a. We would like your “basic pricing” to include up to five versions.

All other terms and conditions remain the same.