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ADDENDUM 1

Request for Proposal (RFP) #: B19-006

Project Name: CCSO Pre-Employment Evaluations

April 8, 2019

Special Note: Questions are numbered sequentially through all issued addendums.

Question #1

I have a question in reference to submitting a bid for Pre-Employment Evaluations. Do you know where I can find the Guidelines for these evaluations? It is Under General Requirements 5.02.2

[Response to Question #1](#)

Guidelines for requested Pre-Employment Evaluations can be found at:

<https://www.theiacp.org/working-group/section/psychological-services-section>

Question #2

I was reading the qualifications for the pre-employment evaluations in section 5.02 is explains that the contractor be a doctoral-level Psychologist. Then in section 5.02.3 it further says--- or other mental health professional where permitted by law. Clay Behavioral has been doing these for CCSO for years with Licensed Mental Health Counselors that are Master Level with a State License. Is this considered to be acceptable in the current RFP?

[Response to Question #2](#)

Section 5.02 contains language provided under Florida Statutes 30.15(K)(3) as well as the Pre-Employment Psychological Evaluation Guidelines established by the International Council of Police.

Individuals, Health Groups, or firms who, by law, can provide the requested services but are not licensed under Florida Statutes Chapters 458, 459 or 490 are encouraged to submit their proposal in accordance with Section 1.08 – Alternate Proposals.

Question #3

If we do not have a local office or office in the state, will it prohibit us from being awarded?

[Response to Question #3](#)

The RFP does not prohibit submittals based on a company's location.

Question #4

How many FTE positions do you anticipate having for the contract year?

[Response to Question #4](#)

The CCSO estimates that approximately 10-50 candidates will require the testing services identified in this RFP during fiscal year 2019-2020.

Question #5

What vendors are you currently working with? Have they been able to meet your needs?

[Response to Question #5](#)

Clay Behavioral Health Center. Yes.

Question #6

What bill rates are you accustomed to for these positions?

[Response to Question #6](#)

The CCSO is charged \$275 per evaluation.

Question #7

Are you looking for independent contractors to respond or will you also accept agencies?

[Response to Question #7](#)

All vendors who meet the minimum requirements detailed within the RFP are encouraged to apply.

Question #8

Are we able to submit rates for additional specialties we provide that are not requested in this RFP? (eg. pt, rn, lvn, bcba, para.)

[Response to Question #8](#)

No.

Question #9

In the PRE-EMPLOYMENT EVALUATION packet, section 5.02.0 states “Contractor shall follow guidelines for Pre-Employment Psychological Evaluations established by the International Association of Chiefs of Police...” Where would be able to get a copy of the guidelines established by the International Association of Chiefs of Police?

[Response to Question #9](#)

Guidelines for requested Pre-Employment Evaluations can be found at:

<https://www.theiacp.org/working-group/section/psychological-services-section>

Question #10

In reviewing the bid package, there are several points that would appear to conflict with Florida laws and we are requesting clarification. These all involve issues related to the release of psychological raw data.

(5.04.01): The Statutes prohibit a licensed psychologist from turning over the candidate files upon completion of the project to anyone other than a licensed psychologist.

(5.04.2): These requirements would also limit the scope of any audits which might be conducted, to the extent that the auditor would not be able to personal view and psychological raw data, unless the auditor were a licensed psychologist.

[Response to Question #10](#)

Psychological raw data shall not be requested or made available except where allowed by Administrative Rule 64B19-18.004 and 64B19-19.005.