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PURCHASING DIVISION
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**ADDENDUM NO (1) One
RFP 14-FR-004
Fire & Rescue Operations and Staffing Study**

September 9, 2013

Addendum Number (1) One forms part of the contract documents and modifies them in the manner and extend set forth below.

ATTENTION CONTRACTORS

- Questions & Answers

Question and Answer

Question: Does a mechanism exist for reflecting economies in the tendered price for these contracts if both are awarded as opposed to either one on its own?

Answer: The City is concurrently soliciting two independent proposals for public safety operations staffing studies (RFP 14-PS-003 for Police Operations and RFP 14-FR-004 for Fire & Rescue Operations). If an Offeror intends to submit a proposal for each RFP, the cost submission should be based on the assumption that the Offeror may be awarded one of the contracts. However, cost proposals may include a potential discount that will only be offered if both contracts are awarded to the same Offeror. The discount amount, if any, must be clearly indicated in the cost proposal under a separate notation. Also, please note that scoring for each proposal will be an independent evaluation and based only on the cost proposal amount without the discount applied.

Question: Item 1a – should ‘organizational structure’ here be interpreted as ‘operational organizational structure’, ignoring functions assumed currently to be undertaken outside the Fire Department (eg, Finance, Human Resources)

Answer: Yes.

Question: Item 1b – should ‘functions’ here be interpreted as ‘operational functions’?

Answer: Yes.

Question: Item 1b – please can you give an indication of the type of functions that may not be adequately fulfilled at present (eg, Training? Community Safety?)

Answer: The study should identify any gaps in service.

Question: Item 1c – should the shift and staffing assessment be based on current demand profiles taking no account of projections in demand (which are not specified in the scope)?

Answer: Yes.

Question: Item 1d – can you give some examples of the type of alternative service delivery methods that could be examined here?

Answer: The study should identify any alternative service delivery methods.

Question: Item 2a - for how many years back does consistent and accurate data exist on detailed activity and incidents?

Answer: Data starts on January 1, 2002.

Question: General – should any account be taken of existing plans for change (eg, the introduction of new stations)?

Answer: No, but see item 2) g) in scope regarding future changes in the community.

All other provisions of the Contract Documents shall remain unchanged. Each Offeror should ensure that they have received all addenda and amendments to this RFP before submitting their proposal.