

DATE: December 12, 2017

SOLICITATION NUMBER: FDLE ITN 1804

SOLICITATION TITLE: Basic Abilities Test Development and Administration / Computer Based Testing System for State Officer Certification Exam

REPLY OPENING: January 23, 2018

ADDENDA NUMBER: 1

This addendum serves as notice of responses to questions received from potential Vendors relevant to the Invitation to Negotiate (ITN) and amended pages from the original ITN document.

Remove: Page 22, of the November 16, 2017 Invitation to Negotiate document.

Insert: Attached page 22, of the Invitation to Negotiate document marked Addenda No. 1.

All other terms and conditions of the ITN remain unchanged.

**THIS ADDENDUM NOW BECOMES PART OF YOUR REPLY RESPONSE.
THE ADDENDA ACKNOWLEDGEMENT FORM SHALL BE SIGNED BY AN AUTHORIZED COMPANY REPRESENTATIVE,
DATED AND RETURNED WITH THE REPLY RESPONSE.**

ADDENDA ACKNOWLEDGEMENT

COMPANY NAME: _____

FEDERAL TAX IDENTIFICATION NUMBER: _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

AUTHORIZED REPRESENTATIVE: _____ **TITLE:** _____

AUTHORIZED SIGNATURE: _____ **DATE:** _____

PHONE: _____ **EMAIL:** _____

FAILURE TO FILE A PROTEST WITHIN THE TIME PRESCRIBED IN FLORIDA STATUTE 120.57(3) OR FAILURE TO FILE A BOND OR OTHER SECURITY WITHIN THE TIME ALLOWED FOR FILING A BOND SHALL CONSTITUTE A WAIVER OF PROCEEDINGS UNDER CHAPTER 120 FLORIDA STATUTES.

A weighted scoring system will be used in the evaluation of Technical and Price Reply as described below.

Part One – Basic Abilities Test Evaluation Criteria	Maximum Points Available
1. Technical Response	590
Corporate Capabilities	30
Functional Requirements	300
Non-functional Requirements	60
Security	200
2. Price Reply	200
Total Possible Points for Vendor Reply	790

Part Two – Computer Based Testing for SOCE Evaluation Criteria	Maximum Points Available
1. Technical Response	920
Corporate Capabilities	30
Functional Requirements	560
Non-Functional Requirements	130
Security	200
2. Price Reply	150
Total Possible Points for Vendor Reply	1070

A. Reply Evaluation Process

FDLE’s Evaluation Team will consist of at least three (3) persons who collectively have experience and knowledge in the program areas and service requirements to conduct a comprehensive, fair and impartial evaluation of all Replies received in response to this ITN.

Vendors are responsible for thoroughly reviewing all of the ITN requirements to ensure that their Reply and proposed approach are fully compliant with ITN requirements and thereby avoid the possibility of being deemed non-responsive, scored lower, or having zero (0) points assigned.

B. Technical Reply Evaluation

Replies will be evaluated using the criteria set forth in this section.

Evaluators will not search through the Replies for information that is missing from a section being reviewed, so it is important for the Vendor to carefully follow the ITN organization and contents specified for Replies in Section 3.1. FDLE will attempt to clarify ambiguous or inconsistent information with a Clarification Request(s). In response to a Clarification Request, FDLE will not allow or evaluate any information that does not respond directly to the Clarification Request.

FLORIDA DEPARTMENT OF LAW ENFORCEMENT

WRITTEN ANSWERS TO QUESTIONS

FDLE ITN 1804

**Basic Abilities Test Development and Administration
Computer Based Testing for State Officer Certification Exam**

All written questions are reproduced in the same format as submitted by the Vendor.

PART ONE BAT

Question #1	Section 1 BAT Development Pg. 38	Does FDLE currently own or license any BAT questions? If so, will they be shared with the selected vendor? If so, can you please provide the following information (Q2 – Q6):
Answer #1		No. FDLE does not have any BAT questions that we can share. The selected vendor will be responsible for developing/providing all of the information referenced in questions 1-6. The only thing that will be provided to the vendor by FDLE is a copy of the Job Task Analysis (JTA) for each discipline. Using FDLE's Corrections and Law Enforcement JTAs, the selected vendor will provide and maintain two (2) test instruments that appropriately measure entry-level basic abilities for the occupation.
Question #2	Section 1 BAT Development Pg. 38	How many items are available for each portion of the BAT?
Answer #2		N/A
Question #3	Section 1 BAT Development Pg. 38	Are there statistics for the items?
Answer #3		N/A
Question #4	Section 1 BAT Development Pg. 38	Is each item within the item banks linked to test outline specifications, blueprints, or domains?
Answer #4		N/A
Question #5	Section 1 BAT Development Pg. 38	Will the item banks be provided in electronic format?
Answer #5		N/A
Question #6	Section 1 BAT Development Pg. 38	Can you confirm the cut score (i.e. passing score) for the BAT exam as well as how that score is calculated (i.e., raw score, scaled score?)
Answer #6		N/A
Question #7	Section 10 Compensation Pg. 67	Is there a fee cap by statute or regulation of the BAT exam? If so, what is your cap?

Answer #7		No. There is no fee cap for the BAT.
Question #8	Section 10 Compensation Pg. 67	Is any portion of the BAT exam fee remitted to FDLE or any other department? If so, what portion of the fee is remitted?
Answer #8		No. Fees collected from examinees will be the Vendor's sole compensation for the development and administration of the BAT pursuant to this ITN. No fees will be remitted to FDLE or any other department.
Question #9	Section 1.1 Exam Process Pg. 40	What is the length (candidate seat time) of the BAT exam?
Answer #9		The current exam time for the BAT varies by vendor. The current times allowed range from 90 minutes to 2 ½ hours. However, the selected vendor will be responsible for providing the allowed BAT exam time for each discipline.
Question #10	Section 1.1 Exam Process Pg. 40	Could FDLE provide an Excel file containing zip codes of testing candidates for 2015 and 2016? Or, candidate volumes by test center location for the past two years, in an Excel file?
Answer #10		FDLE is not able to provide the zip codes for testing candidates since the current vendors do not submit that information to us. However, we are able to provide the county the candidate tested in.

Candidate Volume by County

Year	County	Distinct Volume
2015	Alachua	162
	Baker	133
	Bay	207
	Bradford	341
	Brevard	176
	Broward	2132
	Charlotte	31
	Citrus	23
	Collier	268
	Columbia	277
	Dade	4512
	DeSoto	188
	Dixie	147
	Duval	1102
	Escambia	307
	Franklin	46
	Gulf	150
	Highlands	200
	Hillsborough	1030
	Holmes	66
	Indian River	446
	Jackson	526
	Lake	509
	Lee	608
	Leon	636
	Madison	192
	Manatee	146
	Marion	605
	Monroe	93
	Okaloosa	371
	Okeechobee	127
	Orange	1214
Osceola	273	
Palm Beach	1279	
Pasco	570	
Pinellas	284	
Polk	394	
Santa Rosa	237	
Sarasota	240	
Seminole	545	
St. Johns	234	
Sumter	121	
Suwannee	406	
Taylor	178	

2015	Volusia	665
	Wakulla	206
	Walton	77
	Washington	216
	Statewide Total (2015)	22896

2016	Alachua	102
	Baker	142
	Bay	201
	Bradford	293
	Brevard	202
	Broward	2121
	Charlotte	23
	Citrus	117
	Collier	36
	Columbia	192
	Dade	3558
	DeSoto	221
	Dixie	116
	Duval	1191
	Escambia	272
	Franklin	62
	Gulf	112
	Hamilton	68
	Hardee	23
	Highlands	227
	Hillsborough	813
	Holmes	58
	Indian River	393
	Jackson	585
	Jefferson	11
	Lafayette	49
	Lake	284
	Lee	513
	Leon	508
	Liberty	86
	Madison	168
	Manatee	84
	Marion	604
	Monroe	86
Okaloosa	303	
Okeechobee	100	
Orange	1312	
Osceola	68	
Palm Beach	1064	
Pasco	516	
Pinellas	255	



Polk	404
Santa Rosa	380
Sarasota	257
Seminole	380
St. Johns	162
Sumter	100
Suwannee	163
Taylor	81
Union	263
Volusia	659
Wakulla	267
Walton	88
Washington	280
Statewide Total (2016)	20623