

**2015 POLICE LIEUTENANT AND
SERGEANT RFP VENDOR INFORMATION**

PROMOTIONAL RFP

	<u>STANARD</u>	<u>MIAMI-DADE</u>	<u>RESOURCE MGMT</u>	<u>MORRIS & MCDANIEL</u>
<u>REQUIREMENTS</u>				
JOB ANALYSIS	X	X	X	X
WRITTEN EXAM/INTERVIEW/ASSESS	X	X	X	X
TEST VALIDATION STUDY/RESULTS	*	X	X	X
DOCUMENTED ASSESSOR/INTERVIEWER TRAINING	X	X	X	*
ON SITE TESTING/PROCTORING OF EXAM	X	X	X	X
CONDUCT 4 SEPARATE ON SITE STUDY SESSIONS	X	X	X	X
ON SITE APPEALS	X	X	X	*
ON SITE ASSESSMENT & LT ORIENTATION	X	X	X	X
SCORES GIVEN WITHIN 10 DAYS	X	X	X	
MEET WITH CANDIDATES TO DISCUSS RESULTS	X	X	X	X
AUDIO/VIDEO TAPE (PROVIDE EQUIP) EACH INTERVIEW/ASSESS/EXPLAIN SCORE	X	X	X	X
VENDOR ASSUME RESPONSIBILITY MEAL/HOTEL	X	X	X	X
PROJECT OVERVIEW				
STATE UNDERSTANDING OF WORK	X	X	X	X
DETAIL ROLE OF CITY STAFF	X	X	*	X
QUALIFICATIONS				
HISTORY OF FIRM (EXPERTISE/LENGTH OF TIME IN BUSN/SIZE/MGMT PHIL)	X	X	X	X
RESUMES OF KEY MEMBERS ASSIGNED TO THIS JOB	X	X	*	x
PREVIOUS EXPERIENCE LISTED IN SIMILAR PROJECTS	X	x	X	X
LITIGATION DEFENSE				
HISTORY OF DEFENSES/OUTCOMES	X	X	X	X
ADVERSE IMPACT ANALYSIS				
PROVIDE STATS RELATED TO TESTS PERFORMED BY VENDOR	*	*	*	X
PROJECT PLAN				
TIME LINE	X	X	X	*
METHODS/TECH USED (INCLUDE JOB ANALYSIS AND TEST VALIDATION STEPS)	X	X	X	X
DESC OF ASSESS CENTER EXERCISES/EXPLAIN WHAT EACH TEST MEASURES	X	X	X	X
SAMPLES OF QUESTIONNAIRES, SURVEYS, RESULTS (INCLUDE WRITTEN MATERIAL)	X		X	
MEHOD FOR VERIFYING ACCURACY OF EXAM RESULTS	X	X	X	X
METHOD FOR ASSESMENT CANDIDATES SATISFACTION WITH PROCESS	X	X	X	
CRITERIA USED BY VENDOR TO SELECT ASSESSORS/INTERVIEWERS	X	X	*	*

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STEPS IN A/I TRAINING	X	X	X	X
PROPOSED APPEAL PROCESS	X	X	X	X
COMPLETION DATE OF PROJECT	X		X	*
FACILITY/EQUIPMENT/TEXTBOOK				
PROVIDE APPROX # AND SIZE OF ROOMS NEEDED	X	X	X	*
LIST ANY EQUIP TO BE PROVIDED BY CITY	X	X	X	X
LIST TEXTBOOK TITLES & COST PER UNIT	X	*	X	*
PROPOSED CONTRACT				
COPY INCLUDED	*	X	X	
FEES				
OUTLINE PROPOSED FEE SCHED PER CAND OR FOR RANGE	X	X	X	X
SEPARATE PROF SERVICES FROM TRAVEL/ASSESSOR EXPENSES	X	X	X	X
PROPOSED REIMBURSABLE IS ENUMERATED	X	X	X	X
PROVIDE FIRMS LITIGATION FEES	X		X	X
AVAILABILITY TO DISCUSS BID RESPONSE				
PROVIDE AVAIL TO INTERVIEW KEY STAFF TO BE INVOLVED	X	X	X	
COMPLIANCE WITH EEO	X		X	
COMPANY'S WRITTEN SEXUAL HARASSMENT POLICY				

* SUBJECT DISCUSSED BUT NOT IN DETAIL/EXACTLY AS REQUESTED