

Addendum No. 1 to RFP 22-28



CITY OF SOMERVILLE, MASSACHUSETTS
Department of Purchasing
JOSEPH A. CURTATONE
MAYOR

To: All Parties on Record with the City of Somerville as Holding
RFP 22-28 Chief of Police Search Consultant

From: Thupten Chukhatsang

Date: 1/21/2022

Re: Questions and Answers

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Please acknowledge receipt of this Addendum by signing below and including this form in your proposal package. Failure to do so may subject the proposer to disqualification.

NAME OF COMPANY / INDIVIDUAL: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE/FAX/EMAIL: _____

SIGNATURE OF AUTHORIZED INDIVIDUAL: _____

ACKNOWLEDGEMENT OF ADDENDA:

Addendum #1 _____ **#2** _____ **#3** _____ **#4** _____

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Questions & Answers:

1. Does the City wish to have the consultant conduct an assessment center for the group of not more than six finalist-candidates? While the RFP does not mention an assessment center, this has been widely recognized as best practice in the selection of police chiefs for middle-sized cities like Somerville for several decades.

No we do not wish to have the consultant conduct an assessment center for any candidates.

2. Does the City wish to have the consultant conduct deep background checks for the group of not more than three finalist-candidates? The deep background checks go far beyond the usual computer-based checks of things like a candidate's personal, professional, financial or educational history. They involve having the consultant's investigator go on site to the candidate's current places of employment and residence and speak with superiors, subordinates, members of the community, neighbors and other parties. The deep background check enables Somerville to have a much higher level of confidence in its decision-making regarding candidates than would be possible otherwise without this specific task.

Yes, we wish to have the consultant conduct deep background checks for no more than four finalist-candidates.

3. What is the City's budget for this engagement? While this is sometimes viewed as sensitive information, it is public record and of substantial interest to the consulting community.

The City has a budget of \$50,000 for this engagement.

4. Which consulting firms have provided recruitment or selection services to the Somerville Police or Fire Department, including promotional examinations among other things, since January 1, 2016?

The only contract we had since January 1, 2016 was with Resource Management Associates for the Fire Chief Assessment Center.

5. Who are the members of Somerville's Evaluation Committee by position classification, not name?

Director of Racial and Social Justice

Project Specialist – Racial and Social Justice Department

Human Resources Director

Chief of Staff- Mayor's Office

One Police Chief Search Committee member not involved in the Somerville city day to day

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6. When does Somerville expect to post the answers to the questions due January 19, 2022?

On January 21, 2022.

7. Who are the members of the Police Chief Selection Committee by position or affiliation, not name?

RSJ Project Specialist

Human Resources Director

Director of Racial & Social Justice

Somerville Police Department Officers

Three Somerville Community Members

8. Will the City agree to omit item 7 in Section 2.0 under specifications / Requirements? It is not usual or customary for a vendor of this kind of Chief of Police Search Consultant Services to provide psychological evaluations for candidates. At the very least, this requirement is exclusionary and detrimental to fair and open competition.

City will agree to omit item 7 in Section 2.0 under specifications/requirements