DATE: March 10, 2021

SUBJECT: REQUEST FOR PROPOSALS FOR ON-CALL WORKPLACE INVESTIGATORS

Pursuant to the On-Call Workplace Investigators Request for Proposals (RFP), all proposers were to submit any questions regarding this RFP by no later than Wednesday, March 3, 2021. Questions were to be answered in writing and all questions and responses were to be posted on the Department’s website.

Below is a list of questions received from proposers, and the Department’s response:

1. Q: Do you currently have a list of approved vendors for these services?
   A: No.

2. Q: What are the current prices you pay for these services? (Hourly, per assignment, etc.)
   A: The contract is for $150,000.00 to be utilized over the course of 3 years.

3. Q: How many investigations do you anticipate annually?
   A: That cannot be predicted.

4. Q: Do you have a current pool of investigators for on-call investigations or are you initiating a pool with this RFP?
   A: We had a pool of investigators that expired. The firms that were part of that pool were Batza & Associates, Bond Investigations, Clifton Larson Allen, and Horseman Inc. We are trying to establish a new pool.

5. Q: If so, can you tell us what investigation firms you are currently working with?
   A: See question 4.

6. Q: Do you already have an established rate of pay for this position?
   A: No, we do not. We allow the pool candidates to present their rates and if we agree, we will enter into a contract.

7. Q: About how many cases of this type do you have annually?
   A: At most one to two within the span of the contract.