



**SURREY POLICE SERVICE  
PROCUREMENT SERVICES**

13450 – 104 Avenue, Surrey, B.C., V3T 1V8

Tel: 604-590-7274

E-mail: [purchasing@surrey.ca](mailto:purchasing@surrey.ca)

**ADDENDUM 1**

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**REQUEST FOR PROPOSALS No.: 1220-031-2021-005**

**TITLE: PRE-EMPLOYMENT PSYCHOLOGICAL  
EVALUATION SERVICES**

**ADDENDUM ISSUE DATE: JUNE 8, 2021**

**CLOSING TIME: 3:00 pm, Pacific time on JUNE 22, 2021**

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**INFORMATION FOR PROPONENTS**

This Addendum is issued to provide additional information to the RFP for the above-named project, to the extent referenced and shall become a part thereof. No consideration will be allowed for extras due to the Proponent not being familiar with this Addendum. This Addendum No.1 contains two (2) pages in total.

**Q1.** What is the rating (scoring) criteria for Attachment 2 - Workplan and Attachment 3 – Financial Proposal?

**A1.** Refer to PART 1 – INSTRUCTIONS TO PROPONENTS, Section D, Item 9.0.

**Q2.** Is there a page limit for any part of the response?

**A.2** While there is no limit on the number of pages, to streamline the project evaluation process, it is preferred to include only relevant technical information in accordance with the submission details requested and not include any advertising materials.

**Q3.** Is there a standard testing criteria to follow e.g. MMPI-2RF, MMPI-3?

**A3.** The following tests are recommended and are conducted by other police agencies in the province:

- NEO Personality Inventory 3
- Inwald Personality Inventory 2
- Mayer-Salovey-Caruso Emotional Intelligence Test

The Surrey Police Service would also like to test for Resilience.

**Q4.** How complex are the reports to be submitted? Some are 1 -2 pages with a Fit/Not Fit, some are 8-10 pages with detailed notes.

**A4.** A detailed report for each applicant is the expectation including test results summaries for each facet and recommendations.

- Q5.** Please confirm the term of the contract.
- A5.** Refer to PART 2 - SCOPE OF WORK / SPECIFICATIONS, Section A – General, Paragraph 2.
- Q6.** IS the Surry Police Service anticipating testing all the sworn officers who will be transferring in from other police agencies prior to their hiring by the Surry Police Service?
- A6.** No, only the new recruits will be required to participate in the Pre-Employment Psychological Evaluations. However, if a concern is identified during the hiring process of an experienced member they could be referred for Psychological Examination.
- Q7.** Part 2 – Scope of Work states “approximately 60 – 100 candidates per year”. – Does this mean 60-100 annual assessment estimate apply to the anticipated yearly volume of new officer candidates.
- A7.** We are anticipating 26 new recruits to attend the Police Academy in 2022 (with hiring commencing in late 2021) and then our updated projects for the subsequent 3 years is 45 new recruits per year. Additional testing may be required over and above these numbers to include additional new recruit applicants who enter the recruiting process to replace unsuccessful applicants. As well as experienced members who may require testing due to issues identified in the hiring process.

- END OF ADDENDUM -

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All Addenda will become part of the RFP Documents.

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