

**TOWN OF GLASTONBURY
REQUEST FOR PROPOSAL
RPGL-2017-11
Police Organizational Assessment, Visioning and Strategic Plan
ADDENDUM NO. 1
November 14, 2016**

The attention of respondents submitting proposals for the above-referenced project is called to the following Addendum to the specifications. The items set forth herein, whether of omission, addition, substitution or other change, are all to be included in and form a part of the proposed Contract Documents for the work. Respondents shall acknowledge this Addendum in the Proposal Response Page by inserting its number in Attachment B.

Question 1. Has this type of organizational and operational analysis been performed before?

Answer: No

Question 2. We assume that the current demands are defined in the materials listed on page 5, and that the consultant need only collect and review them, not identify them – is that correct?

Answer: Yes

Question 3a. What is the source of the analytical data for Phase 2?

Answer: Automated Management Information Systems (AMIS)

Question 3b. Is the contractor to find the data or create it, or will it be provided to us?

Answer: It will be provided.

Question 4. Are you looking for expertise in law enforcement, organizational structure and strategic planning, or both?

Answer: Preferably both

Question 5. Are you at liberty to share an estimated budget for this initiative?

Answer: The Town does not provide estimated budget information.

Question 6. Do you want the selected consultant to review calls for service? If so, we will be able to obtain 5 years of computer aided dispatch (CAD) and records management system data in raw format?

Answer: Yes, this information will be available for review by the selected consultant. The requested CAD and records management system data is available through the Town's RMS system and monthly AMIS (automated management information system) reports.

Question 7. Is it possible for you to share what prompted this project?

Answer: The Town has decided the project is in its best interest as similar visioning plans have been trending in police departments across the country.

END OF ADDENDUM NO. 1 TEXT