



August 30, 2018

## Questions & Answers

### 19ESDWQBLSHAR-0002

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**Question:** Could the DNR provide the total number of examinations administered in each of the past two years, broken down by exam type?

**Answer:** The estimated exams are 600 annually. This can vary slightly from year to year. The breakdown by exam type is not available at this time.

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**Question:** Could the DNR specify the time allotted for the administration of each exam?

**Answer:** This request for bid is for a Web-Based exam service only.

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**Question:** Does the state own the test content?

**Answer:** No, bidders must provide standardized exams meeting current State of Iowa Rules 567 IAC 81.4 (455b) Water Treatment System Plant Grades, 567 IAC 81.5 (455B) Water Distribution System Grades, and 567 IAC 81.3 (455B) Wastewater Treatment Plant Grades and United States Environmental Protection Agency final guidelines for the Certification and Recertification of the Operators of Community and Nontransient Noncommunity Public Water Systems (FRL-6230-8).

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**Question:** A due date of September 7 means that bidders would have to finalize and ship their proposals to the DNR by September 5 in order to provide for a timely delivery. This only allows ten working days to thoroughly review the RFB, develop questions, receive DNR responses to bidder questions, and craft a thorough, accurate, and competitive proposal. Would the DNR consider extending the proposal submission deadline to September 28?

**Answer:** This is not a request for a proposal. This is a request for bid requiring all bidders to meet specifications in section 3 of the request for bid. All bids are due September 7, 2018 by 2:00 PM central time.

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**Question:** The RFB states "The Bidder shall provide the proven secure web-based exams service by the initial contract beginning date of September 17, 2018." It is not possible for bidders other than the incumbent to meet this requirement. A program of this magnitude would take a minimum of 90 days to implement following contract award. We ask that the DNR please extend the program launch date in order to ensure a fair and competitive bidding process.

**Answer:** Federal Baseline Standards require exams to be validated on a routine basis every few years. The validation process calls for psychometrically sound procedures for job analyses, item development, item validation, exam development, statistical analysis and program evaluation. The DNR does not have the resources

(staff or budget) to facilitate the validation process. The DNR requires the secure web-based exam service to begin September 17, 2018 with standardized exams meeting current State of Iowa Rules 567 IAC 81.4 (455b) Water Treatment System Plant Grades, 567 IAC 81.5 (455B) Water Distribution System Grades, and 567 IAC 81.3 (455B) Wastewater Treatment Plant Grades and United States Environmental Protection Agency final guidelines for the Certification and Recertification of the Operators of Community and Nontransient Noncommunity Public Water Systems (FRL-6230-8).

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**Question:** Where does the DNR plan to administer their examinations? Does the DNR have brick and mortar test centers? If not, is the DNR willing to accept proposals from bidders who are offering their own brick and mortar test centers to administer these exams?

**Answer:** This request for bid is for a Web-Based exam service only.

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