

Addendum # 1

City of Kirkland Entry Level Testing for Firefighters Job # 27-21-FD

Answers to questions submitted regarding the RFP are answered below:

***Q:** Purpose and Background: Testing shall include a written test, administration of a certified physical agility test and obtaining personal history for use in background checks for successful candidates. What specific personal history will need to be obtained from candidates?*

A: Personal history shall include, but not be limited to, personal and employment references, alcohol and drug use, both legal and illegal, criminal history, driving abstract, credit check and other pertinent information to a public safety role. Additional information or suggestions will be highly considered when scoring vendor's packets.

***Q:** During an average year, how many firefighter candidates are tested?*

A: On average Kirkland "pulls" a candidate list from testing agencies twice a year. With higher than normal hiring patterns expected for two additional years, we anticipate 600-800 testing candidates annually.

***Q:** What percent of candidates passed the written exam for firefighter?*

A: This is not data KFD has requested from current vendors.

***Q:** How many existing firefighters does the department employ?*

A: KFD employees 105 uniformed Firefighter/EMTs.

***Q:** What have been the department's primary challenges/concerns with regards to the existing recruitment and testing process?*

A: Our challenge, like many other agencies, is the lack of diversity in candidates. Female and people of color are underrepresented in our agency. Recruitment efforts should target these populations. KFD has struggled to find effective avenues of communication with some ethnic or cultural groups. Partnership opportunities with the City's recruitment efforts may exist.

***Q:** What is the city's timeline for implementation once the contract has been awarded?*

A: An October 1, 2021 implantation date is KFD's goal. Our first request for a list will be for the first quarter of 2022.