

August 30, 2021

Notice to Vendors:

**BULLETIN NUMBER 2
REQUEST FOR STATEMENT OF QUALIFICATIONS (RFSQ)
POLYGRAPH EXAMINATION SERVICES
RFSQ NUMBER 696-SH**

This Bulletin Number 2 is being issued to notify Vendors that Request for Statement of Qualifications (RFSQ) Number 696-SH for Polygraph Examination Services has been modified as follows:

1. Paragraph 1.4.2 and Paragraph 1.4.4 only of Paragraph 1.4 (Vendor's Minimum Mandatory Qualifications) of the RFSQ have been revised as follows:

1.4.2 Vendor must be active in the administration of polygraph examinations. To qualify for this status, Vendor must meet the following criteria:

- a. Vendor must have completed a minimum total of 200 documented polygraph examinations;
- b. Of the total documented polygraph examinations, Vendor must have administered a minimum of 100 polygraph exams for a law enforcement agency(ies); and
- c. 25 of the 100 polygraph exams for a law enforcement agency(ies) must have been within the last three years using the Lafayette computerized polygraph instrument.

Vendor shall provide references and supporting documentation to verify this Minimum Mandatory Qualification, which shall include start dates, end dates, agency names, and services provided.

1.4.4 Vendor's proposed polygraph examiners must be current members, in good standing, and have attended a minimum of 12 hours of training sponsored by one of the following professional polygraph examiner associations within the last three years:

- a. American Polygraph Association;
- b. California Association of Polygraph Examiners; or
- c. American Association of Police Polygraphists.

Vendor must provide copies of memberships and training certificates for each polygraph examiner who will provide Services to verify this Minimum Mandatory Qualification.

2. Exhibit 1 (Vendor's Organization Questionnaire/Affidavit) of Appendix A (Required Forms) has been deleted in its entirety and replaced with the attached Exhibit 1

(Vendor's Organization Questionnaire/Affidavit) of Appendix A (Required Forms) to reflect the changes to Paragraph 1.4.2 and Paragraph 1.4.4 of Paragraph 1.4 (Vendor's Minimum Mandatory Qualifications) as stated above.

Should you have any questions, please contact Assistant Contracts Analyst Gabriela Frierson at gfrierso@lasd.org.