

Scope of Work for Post Offer Employment Testing

All job analyses must be conducted in compliance with the Americans with Disabilities Act (ADA).

The Iowa Department of Transportation (Iowa DOT) is soliciting services for Post Offer Employment Testing that does **not** include the PCP post-offer, pre-employment physical testing model. The department is seeking a more hands-on, job-realistic, and consistently administered testing method that aligns with the essential physical requirements of key job classifications across the state. The intent is to adopt a testing approach that better reflects the physical demands of Iowa DOT field and maintenance positions, improves statewide standardization, enhances ADA/EEOC defensibility, and provides a clearer representation of a candidate's ability to safely perform required tasks.

To meet compliance, the responder's solution must not include the PCP testing machine model. Responder solutions should demonstrate the ability to deliver consistent, repeatable, and validated job-simulation-based testing that can be administered across all regions of the state with minimal variability between test locations or evaluators.

The resulting Post Offer Employment Testing analysis will identify one or more job-specific tests used to determine whether a candidate is qualified or disqualified for the position, based on post-offer or post-employment (fit-for-duty) requirements.

To ensure equitable access and support participation statewide, the Testing Provider must maintain multiple testing sites across Iowa. These locations must offer broad geographic coverage, including urban, suburban, and rural areas, and must be accessible to all eligible individuals regardless of their assigned Iowa DOT facility.

The Testing Provider is required to regularly assess its testing site locations to confirm that they provide sufficient geographic distribution, accessibility, and capacity to meet ongoing testing needs. Any proposed modifications to testing locations must be reported to the Iowa DOT, and written approval must be obtained prior to implementing any changes affecting Iowa DOT testing.

The DOT's goal is to ensure that candidates do not travel more than two hours from their assigned DOT garage to the Testing Provider's location.

The Testing Provider is required to provide a complete list of all testing locations, along with the corresponding mailing addresses for each site.

NOTE: The DOT will allow Testing Providers the option to provide Post Offer Employment Testing, as described in the specifications, at a DOT facility or via a mobile vehicle. The Testing Provider must supply all required testing equipment and coordinate testing dates with the DOT. The DOT facility location will be designated by the DOT. The Testing Provider is required to maintain insurance on all vehicles, trailers, and equipment used to provide testing.

For the Classification Series of Maintenance Worker Series

PDQ Level: HEAVY - SAFE LIFTING CRITERIA:

- Occasionally (1-33% of the time) lifts/lowers, carries and pushes/pulls various amounts of force within the "heavy work" as defined by the US Department of Labor; team lift or mechanical assist recommended for weights over 75 pounds.
- Related work examples: 60-pound jack hammer, 60-pound high speed and front plow ice blades, 50-pound calcium chloride and pavement patch, and 160-pound 9' ice blade, etc.

Valid Job Specific Essential Function tests:

Job Specific Essential Function Test I

Simulate climbing on/off trucks and equipment with repetition for time period.

Job Specific Essential Function Test II:

Simulate the following lifts and carries with repetition:

- 75lbs lift from floor to waist level and carry 20 feet.
- 50lb left from floor to shoulder height then carry at shoulder height for distance of 20 feet.
- 50lbs lift from floor in object with handle and carry for 20 feet.

Job Specific Essential Function Test III:

Simulate moving debris and roadkill carcasses from roadway, dragging hoses for paint, maneuvering concrete screeds and other equipment as required.

Job Specific Essential Function Test IV:

Simulate one half of a 2-person lift/closure of tailgate of dump truck with at least 2 repetitions. 75lbs of force from 54-inch height to 78-inch height.

Job Specific Essential Function Test V:

Simulate ability required to access ground level and return to standing with 40lb weight. Kneeling (half or full kneel) or crouched position at ground level then pick-up and hold 40lb weight with body support (elbow on their knee) for 40 seconds and return to standing. No external assistance may be used to stand but may use hands on their body or the ground. Repeat 3 times.

Job Specific Essential Function Test VI:

Simulate stacking and unstacking channelizers when setting up work zones. Lift 20lb and 30lb from a 30-inch height to 74-inch height and return to 30-inch height. Repeat 10 times

Job Specific Essential Function Test VII:

Simulate lifting tools, equipment, and supplies above shoulder level. Lift 40lbs from the floor to shoulder level then from shoulder level to a shelf at 74-inch height with repetition.

Job Specific Essential Function Test VIII

Simulates shoveling 15lbs in to and out of a dump truck (floor to 54 inches) with repetition.

Job Specific Essential Function Test IX

Simulate ability to stand, walk, and use equipment with side-to-side motion (example weed eater/sprayer) on slopes/uneven surfaces with repetition.