

A G E N D A



Recommendation for Council Action (Purchasing)

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| Austin City Council | Item ID: | 31959 | Agenda Number | 39. |
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| Meeting Date: | April 17, 2014 |
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| Department: | Purchasing |
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Subject

Authorize award, negotiation, and execution of a service contract with INDUSTRIAL ORGANIZATIONAL SOLUTIONS INC, or another qualified offeror to RFP EAD0115 for EMS Promotional Examination Services for Emergency Medical Services Department in an amount not to exceed \$1,007,732 with three 12-month extension options in an amount not to exceed \$335,911 for each extension option, for a total contract amount not to exceed \$2,015,464.

Amount and Source of Funding

Funding in the amount of \$104,973 is available in the Fiscal Year 2014-2015 Operating Budget of the Emergency Medical Services Department. Funding for the remaining 31 months of the contract and extension options is contingent upon available funding in future budgets.

Fiscal Note

A fiscal note is not required.

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| Purchasing Language: | Best-evaluated proposal received |
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| Prior Council Action: | On November 6, 2012, the voters approved Proposition Number 11 extending State Civil Service coverage for those employees in the Emergency Medical Services Department as provided for in Subchapter K of Chapter 143 of the Texas Local Government Code. Council approved Ordinances 20130627-32 and 20130926-024 establishing the classifications for the Emergency Medical Services Department. Council Resolution 20130926-023 ratified the Meet and Confer Agreement for EMS uniformed employees. |
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| For More Information: | Erin D'Vincent, Senior Buyer, 972-4017 |
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| Boards and Commission Action: | |
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| Related Items: | |
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MBE / WBE:

This contract will be awarded in compliance with City Code Chapter 2-9C (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this contract.

Additional Backup Information

This contract will provide promotional exams for Emergency Medical Services (EMS) personnel seeking promotional opportunities for the ranks of EMS Medic II – Field, EMS Captain – Field, EMS Commander – Field, EMS Medic II – Communications, EMS Captain – Communications, and EMS Commander – Communications.

Local Government Code Chapter 143 provides for competitive testing for the creation of eligibility lists to fill vacancies. The Meet and Confer Agreement between the City Of Austin and the EMS Employees Association further define the promotional testing process with the inclusion of a promotional testing vendor. The ensuing solicitation is compliant with State Code, Civil Service Commission Rules, and the Meet and Confer Agreement.

This recommendation results from a formal Request for Proposal (RFP) process. The evaluation team scored proposals based on the following: program concept and solutions for promotional exams, demonstrated company experience and personnel qualifications, cost, and local business presence. Evaluation Committee members included individuals from the EMS Department, Austin/Travis County EMS Employees' Association, and the Human Resources Department, Civil Service Office.

This request allows for the development of an agreement with a qualified offeror that Council selects. If the City is unsuccessful in negotiating a satisfactory agreement with the selected offeror, negotiations will cease with that provider. Staff will return to Council so that Council may select another qualified offeror and authorize contract negotiations with this provider.

MBE/WBE solicited: 0/3

MBE/WBE bid: 0/0

RFP NO. EAD0115

- a. Adequate competition.
- b. Ninety-two notices were sent including 3 WBEs. There are no known registered MBEs for this commodity code. Five proposals were received with no response from the WBEs.
- c. Because of the way other contracts were priced, a cost analysis is not viable. The cost proposal for the Austin Fire Department contract was done on an hourly basis and the cost proposal for the current EMS contract (to be replaced by this contract) did not include the technical skills evaluations or assessment center costs as required by this RFP.

APPROVAL JUSTIFICATION

- a. Best-evaluated proposal of five proposals received.
- b. The Purchasing Office concurs with the Emergency Medical Services Department's recommended award.
- c. Advertised in the Austin American Statesman and on the Internet.