

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council

Item ID:

50197

Agenda Number

26.

Meeting Date:

October 1, 2015

Department:

Purchasing

## Subject

Authorize negotiation and execution of a 24-month contract with INDUSTRIAL/ORGANIZATIONAL SOLUTIONS, INC. DBA I/O SOLUTIONS, or one of the other qualified offerors to Request for Proposal No. JRD0309, to provide civil service promotional examination services for the Austin Police Department in an amount not to exceed \$150,000, with two 24-month extension options in an amount not to exceed \$150,000 per extension option, for a total contract amount not to exceed \$450,000.

## Amount and Source of Funding

Funding in the amount of \$123,750 is available in the Fiscal Year 2015-2016 Operating Budget of the Austin Police Department. Funding for the remaining 12-months of the original contract period and extension options is contingent upon available funding in future budgets.

## Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing  
Language:

Best evaluated proposal received.

Prior Council  
Action:For More  
Information:

Jonathan Dalchau, Senior Buyer, 512-974-2938

Boards and  
Commission  
Action:

Related Items:

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 solicitation.

## Additional Backup Information

The contract will provide for promotional exams, technical skills evaluation, and assessment centers administered by I/O Solutions for Austin Police Department (APD) officers seeking promotional opportunities for the ranks of Corporal Detective, Sergeant, Lieutenant, and Commander. In addition, a job analysis will be conducted to establish linkage between each rank and test development. It is estimated that the contract will provide a written exam for the rank of Corporal Detective and three written exams and scenario based assessments for the ranks of Sergeant, Lieutenant, and Commander.

Promotional exams for these ranks within APD are governed in accordance with Chapter 143 of the Texas Local Government Code, the October 1, 2013 Meet and Confer Agreement between the City of Austin and the Austin Police Association (APA), and the City Firefighters, Police Officers and Emergency Medical Services Personnel Civil Service Commission Rules.

The evaluation panel, which included individuals from the APD and the Human Resources Department Civil Service Office, evaluated the proposals based on program concept and solutions, company experience, personnel qualifications, and total estimated cost. The APD members consisted of three officers selected by the Police Chief and three officers selected by the APA President. The panel criterion was established under the 2013 Agreement between the City and the APA.

This request allows for the development of a contract with a qualified offeror that Council selects. If the City is unsuccessful in negotiating a satisfactory contract 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.

The current APD promotional exam services contract expires on November 18, 2015. If the City is unable to enter into a contract, the City will not be able to initiate the process for the first scheduled exam for the rank of Lieutenant scheduled for April 2016.

MBE/WBE solicited: 1/3

MBE/WBE bid: 0/0

#### **PRICE ANALYSIS**

- a. Adequate competition
- b. 73 notices were sent, including one MBE and three WBEs. Four proposals were received with no response from the MBE/WBEs. Multiple notices may be sent to the same vendor, e.g. one company may have multiple email addresses/fax numbers listed.

#### **APPROVAL JUSTIFICATION**

- a. Best evaluated proposal.
- b. The Purchasing Office recommended contract award consistent with the evaluation committee.
- c. Advertised in the Austin American Statesman and on the internet.