



## Legislation Text

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**File #:** 18-763, **Version:** 1

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### **CITY COUNCIL AGENDA ITEM**

#### **ACTION REQUESTED:**

Approve the award of Change Order #1 to Contract 16-313, Psychological Testing, to The Friedman Group for an amount not to exceed \$12,500 and a total award of \$87,500 and for an additional six months

**DEPARTMENT:** Human Resources

**SUBMITTED BY:** Jim Sheehan, Director

#### **BOARD/COMMISSION REVIEW:**

N/A

#### **BACKGROUND:**

The Naperville Board of Fire and Police Commissioners (BOFPC) is responsible for evaluating and appointing all sworn officers and members of the City's Fire and Police Departments, as well as being responsible for their promotion and discipline. In September 2016, the City Manager awarded Contract 16-313 to The Friedman Group to perform psychological testing and evaluations of Police and Fire candidates for a two-year period from October 1, 2016 through September 30, 2018. There were no option years associated with this contract.

In August 2018, the BOFPC advertised an intent to sole source for the psychological testing, which resulted in a protest by a third party of the intent to award a sole source to The Friedman Group. The BOFPC is currently working to respond to the protestor's letter to determine the validity of the protest and how the psychological testing should be performed going forward.

#### **DISCUSSION:**

Because of the protest of the sole source award, the BOFPC has requested a six months extension to Contract 16-313 to evaluate the protest and determine next steps. If it is determined that the protest is valid, the City will conduct a Request for Proposals (RFP) to hire a new psychological testing service. This entire process, including the bid protest and RFP, is anticipated to take up to six months.

The BOFPC cannot be without a vendor to perform the testing services for Police and Fire candidates. To bridge the gap until a vendor is awarded, The Friedman Group has provided the BOFPC with a change order proposal to perform the psychological testing and services during the protest evaluation period and if required, the RFP process. Evaluation costs have increased approximately 5% which the BOFPC has determined to be appropriate for this period of time.

With this change order, the new end date of the contract will be March 31, 2019.

**FISCAL IMPACT:**

CIP: N/A

Psychological evaluations are expensed to the HR services account listed below. A total of \$17,850 is budgeted for the service in 2018.

Account	Fund Description	Total Budget Amount
14161100-531305	General Fund	\$77,550