



COUNCIL AGENDA: 12-11-07
ITEM: 2.10

Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Robert L. Davis

SUBJECT: SEE BELOW

DATE: November 19, 2007

Approved

Date

11/22/07

COUNCIL DISTRICT: City-wide

SUBJECT: ADOPTION OF A RESOLUTION AUTHORIZING THE CITY MANAGER TO AMEND AN AGREEMENT WITH LAW ENFORCEMENT PSYCHOLOGICAL SERVICES, INC. THAT RELATES TO THE PROVISION OF PSYCHOLOGICAL SERVICES FOR THE SAN JOSE POLICE DEPARTMENT

RECOMMENDATION

It is recommended that the City Council adopt a resolution authorizing the City Manager to execute an Amendment to the Agreement with the Law Enforcement Psychological Services, Inc. related to providing additional psychological services to the San Jose Police Department, extending the term for a two month period, through January 31, 2008 and increasing compensation in an amount not to exceed \$85,000, with a total amount of compensation not to exceed \$845,142.

OUTCOME

Approval of this Amendment will enable the City to continue to conduct psychological testing of Police Recruit candidates while the Request for Proposal (RFP) process proceeds with the search for a consultant to provide these services on a permanent basis. The RFP process is being coordinated with the Department of Finance. The RFP was posted on Bidline, and proposals from consultants have been received. An evaluation panel will review the proposals in early December 2007, and a new provider is expected to be selected by the end of December 2007.

BACKGROUND

On March 11, 2003, the City entered into an Agreement with Law Enforcement Psychological Services, Inc. to provide psychological testing of Police Recruit and Dispatcher applicants. The term of the Agreement was for one year, with four one-year options to renew. The last option to renew for the period ending September 30, 2007, was approved and extended to November 30, 2007. The total amount of the Agreement including all approved option periods is \$845,142.

ANALYSIS

While an extension has been signed extending the Agreement to November 30, 2007, a second extension to January 31, 2008, as well as an increase of \$85,000 to the amount of compensation is needed in order to retain psychological services while the award of a new consultant contract is in progress. Due to the need for consistency of psychological testing during the recruitment process, it is necessary to continue testing with the current provider while the search for the new provider comes to a close. Coordination between the Department of Finance, the Police Fiscal Unit and the Police Personnel Unit in following the RFP process took longer than anticipated, prolonging the RFP process. The current provider, Law Enforcement Psychological Services, Inc. has agreed to continue providing the service using previously negotiated rates. Approval of this extension will ensure the hiring process for Police Recruits is not delayed due to the delay in the RFP process.

EVALUATION AND FOLLOW-UP

Because this is an extension of a current contract, and a new contract will follow after the completion of the RFP process, no follow-up by Council is necessary. Council will have the opportunity to consider the new contract with the selected provider.

PUBLIC OUTREACH/INTEREST

- Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**
- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**
- Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

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This contract does not meet the above criteria; however, this memo will be posted on the City's website for the December 4, 2007, Council Agenda.

COORDINATION

This memorandum has been coordinated with the Office of the City Attorney and the City Manager's Budget Office.

FISCAL/POLICY ALIGNMENT

The Agreement will ensure the Department will be able to continue the hiring process of Police Recruits using previously negotiated rates of compensation for psychological services.

COST SUMMARY IMPLICATIONS

The Amendment to the Agreement with Law Enforcement Psychological Services, Inc. will cost the City of San Jose an amount not to exceed \$85,000 for providing psychological screening to San Jose Police Recruit candidates during the period of December 1, 2007, through January 31, 2008. Since funding for psychological services is included in the Police Department's Non-personal/Equipment budget, an additional appropriation of funds is not needed to fund the recommended contract increase related to the term extension.

BUDGET REFERENCE

Fund #	Appn. #	Appropriation Name	Total Appn.	2007-2008 Adopted Budget Page	Last Budget Action (Date, Ord. No.)
001	0502	Non-Personal/ Equipment - Police	\$22,254,347	VIII-112	10/16/07, Ord. No. 28143

CEQA

Not a project.


ROBERT L. DAVIS
Chief of Police

For questions, please contact Joe Kulas, Analyst II, Police Fiscal, at 277-3496.

RLD:JK