



AGENDA MEMORANDUM

Action Item for the City Council Meeting March 16, 2021

DATE: March 16, 2021

TO: Peter Zaroni, City Manager

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Promotional Testing for Police Department

CAPTION:

Motion authorizing a three-year service agreement with Industrial/Organizational Solutions, Inc. of Oak Brook, Illinois for a total amount not to exceed \$379,210.00 for promotional testing services for the Corpus Christi Police Department (CCPD) through the Human Resources Department, with FY 2021 funding in an amount of \$63,000.00 available through the General Fund.

SUMMARY:

This motion authorizes a three-year service agreement with Industrial/Organizational Solutions, Inc. for promotional testing services for CCPD. This firm will provide, design, validate, administer, score, and present the results of a promotional process that incorporates best practices currently used in the field of testing to assist CCPD identify incumbents who are best qualified for promotion to the ranks of Senior Officer, Police Lieutenant, and Police Captain.

BACKGROUND AND FINDINGS:

The previous contract was with Dennis A. Joiner & Associates and was \$17,232.68 for FY 2020. The selected consultant will develop the test. The selected consultant also will provide the City with experience and knowledge in test development and the

administration of promotional examinations as well as legally defensible assessments of candidates, job analysis, and assessment center development and administration. The Consultant also will assist the City in maintaining compliance with Collective Bargaining Agreements, Local Government Code Chapter 143 and City of Corpus Christi Civil Service Commission Rules and Regulation.

On September 28, 2020, the Contracts and Procurement Department issued a Request for Proposals to obtain qualified firms for promotional testing services with the RFQ Number 3227 for the Corpus Christi Police Department. The City received a total of four Proposals. The selection committee consisted of representatives from the Police Department and the Human Resources Department. On December 2, 2020, the selection committee conducted interviews with all four of the firms that were recommended by the evaluation committee. Firms were ranked based on five factors: 1) firm's experience and qualifications of firm; 2) experience and qualifications of the project manager and key staff; 3) project approach and management plan; 4) respondent capacity; and 5) respondent past performance

ALTERNATIVES:

An alternative to not securing a three-year contract would be for the Human Resources Department to hire a consulting firm each time promotional testing must be conducted. The Human Resources Department would be required to do this in order to comply with the Police Department's Collective Bargaining agreement.

FISCAL IMPACT:

The fiscal impact for CCPD in FY 2021 is \$63,000.00 for this three-year service agreement for promotional testing services. The remaining cost will be budgeted in future years through the annual budget process.

FUNDING DETAIL:

Fund:	1020 General Fund
Organization/Activity:	11700 Police Administration
Mission Element:	151 Respond to Law Enforcement Calls
Project # (CIP Only):	N/A
Account:	530000 Professional Services

RECOMMENDATION:

Staff recommends approval of this motion authorizing a three-year service agreement with Industrial/Organizational Solutions, Inc. for promotional testing for the CCPD as presented.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement
Evaluation Matrix