

AGENDA



Thursday, February 14, 2008

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**
Item No. 45

Subject: Authorize award and execution of a 36-month requirements service contract with FIRE AND POLICE SELECTION, INC., Folsom, CA for entry-level firefighter examination and scoring services in an estimated amount not to exceed \$183,300, with three 12-month extension options in an estimated amount not to exceed \$61,100 per extension option, for a total estimated contract amount not to exceed \$366,600.

Amount and Source of Funding: Funding in the amount of \$61,100 is available in the Fiscal Year 2007-2008 Operating Budget of the Austin Fire Department. Funding for the remaining 29 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.

For More Information: Brad Brill, Buyer I, 972-4012

Purchasing Language: Best evaluated bid of four bids received.

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

This contract will allow the Austin Fire Department to effectively administer an entry-level examination to applicants interested in becoming City of Austin firefighters. An entry-level examination is a requirement of Texas Local Government Code, Chapter 143 (civil service law). This will provide a validated written exam, candidate orientation materials, study guides, scoring services, and data analysis.

The next exam is scheduled for March 30, 2008. The Fire Department expects between 3,000-5,000 candidates to sit for this exam.

MBE/WBE solicited: 2/0 MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. Forty-nine notices were sent, including two MBEs. There are no known WBEs for these services. Four bids were received, with no response from the MBEs.
- c. The pricing offered represents an 11% decrease from the last award made in March 2006.

APPROVAL JUSTIFICATION

- a. Best evaluated bid received.
- b. The Purchasing Office concurs with the Austin Fire Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.