AUTHORIZE THE CITY MANAGER TO EXECUTE A CONTRACT WITH LAW ENFORCEMENT PSYCHOLOGICAL SERVICES, INC. TO PROVIDE PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATION SERVICES

RECOMMENDATION

It is recommended that the City Council approve a motion authorizing the City Manager to:

1. Execute a contract with Law Enforcement Psychological Services, Inc. to provide pre-employment psychological testing to police and fire department candidates.

2. Approve findings pursuant to Stockton Municipal Code section 3.68.070 in support of an exception to the competitive bidding process.

It is also recommended that the City Manager be authorized to take appropriate and necessary actions to carry out the purpose and intent of this motion.

Summary

The City currently contracts with Law Enforcement Psychological Services, Inc. (LEPS) to provide pre-employment psychological evaluation services. The existing contract with LEPS ends on January 12, 2018. Due to the upcoming contract expiration with LEPS and to ensure that the City continues to receive competitive pricing and optimal services, Human Resources staff requested approval from the City Manager’s office on June 12, 2017, to prepare and issue an RFP for psychological evaluation services, which was approved. The City issued the approved RFP on August 3, 2017.

In response to the RFP, the City received two proposals: LEPS and Cordico Psychological Corporation. An RFP Selection Committee was established to evaluate the proposals. This committee, comprised of management representatives from Police, Fire, and Human Resources, ranked both proposals based on each organization’s response to the scope of work, presentation and project approach, experience providing psychological services, qualifications of staff, and cost. Based on that evaluation, LEPS was identified as the best available vendor to provide these necessary services.

DISCUSSION

Background

The Civil Service Rules and Regulations for Police and Fire employees provide for completion of background investigations, which shall include a psychological evaluation. In addition, POST...
mandates psychological evaluations as part of their minimum selection standards for California peace officers. Based on these requirements, the City has used LEPS for many years to conduct psychological evaluation services. Based on feedback from the Police and Fire Departments, LEPS has competently provided these services in the past with no issues.

Present Situation

As noted, LEPS was selected by the RFP Selection Committee as the vendor that best meets the City’s needs for the requested services. Specifically, it was determined that LEPS has more experience providing psychological evaluations. In comparison, LEPS has over 45 years of relevant experience while Cordico has approximately 20 years. Additionally, LEPS was cited in the 2017 California POST Commission Psychological Screening Manual as a member of the Blue-Ribbon Panel helping to formulate the guidelines that regulate psychological screenings in California. This recognition clearly defines LEPS as an industry leader when it comes to screening public safety applicants in California. Finally, LEPS was found to be more flexible than Cordico when it comes to candidate scheduling and onsite testing thereby allowing the City to expedite the hiring process.

It was noted during the evaluation that LEPS’ Psychologists are regularly trained on the latest psychological assessment techniques and tools. All psychologists at LEPS have at least five years of postgraduate experience with psychological testing and evaluation of applicants for public safety positions including police officer, firefighter, public safety dispatcher, and civilian public safety classifications. In addition, each psychologist has extensive practical experience conducting psychological screening for local and national safety departments.

The services provided by LEPS include providing for the administration and evaluation of written and personal history psychological test instruments; conducting in-person interviews with candidates; formulating and making timely recommendations of candidate psychological fitness; and the confidential, secure maintenance of related data and files.

Based on the foregoing information, Human Resources staff is recommending that City Council approve a motion authorizing the City Manager to execute the attached contract with LEPS for a term of five years.

Findings

Stockton Municipal Code, section 3.68.070 provides an exception to the competitive bidding process in cases where the City Council has approved findings, which support and justify this action.

Findings to justify an exception to the competitive bidding process are as follows:

1. On August 3, 2017, the City advertised a Request for Proposal (RFP) seeking a vendor to provide psychological evaluation services, which includes conducting psychological screening for pre-employment assessment for Police and Fire applications.

2. LEPS received the highest ranking based on the proposal criteria and was determined to be the most qualified agency.

3. LEPS has operated continuously in Stockton since 1985.
4. This is a negotiated contract following solicitation of a competitive proposal in accordance with SMC section 3.68.070.A.3.

Based on these findings, an exception to the competitive bidding process is justified for an award of contract for these services.

FINANCIAL SUMMARY

The negotiated fee is $375 per individual evaluation until January 23, 2020, and then $400 per individual evaluation starting January 24, 2020, until the end of the contract on January 23, 2023. This represents an increase from their current rate of $350 per individual evaluation which has been their fee since 2005. It is estimated that the City will spend approximately $75,000 annually from January 23, 2018, to January 23, 2020, and approximately $80,000 annually from January 24, 2020 to January 23, 2023. The total cost of the contract is not to exceed $400,000.

There are sufficient funds available in account number 010-1610-510.20-63 to continue providing psychological evaluation services during the remainder of Fiscal Year 2017-18. Funding for subsequent fiscal years will be allocated during the annual budget process.

Attachment A - Proposed Contract with LEPS