



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

ALL

Item Creation Date: 2/13/2020

T26207.A1 - Promotional and Assessment Testing Services for Fire Captains and Sr. Captain - ORDINANCE

Agenda Item#:

Background:

S76-T26207.A1 - Approve an ordinance amending Ordinance No. 2018-0105, passed February 21, 2018, to increase the maximum contract amount from \$1,300,000.00 to \$1,820,000.00 for Contract No. 4600014720 between the City of Houston and Morris & McDaniel, Inc. for a professional services contract providing promotional and assessment testing services for the positions of Fire Captain and Senior Captain for the Human Resources Department.

Specific Explanation:

The Director of Human Resources and the Chief Procurement Officer (CPO) recommend that City Council approve an amending ordinance to increase the maximum contract amount from **\$1,300,000.00 to \$1,820,000.00** for the contract between the City of Houston and **Morris & McDaniel, Inc.** for promotional and assessment testing services for the positions of Fire Captain and Senior Fire Captain.

This contract was awarded on March 1, 2018 by Ordinance No. 2018-0105 for a three-year term, automatically renewing for two successive one-year terms in the amount of \$1,300,000.00. Expenditures as of May 11, 2020 totaled \$910,130.00. The United States Federal District Court issued a judgment in 2012 in the matter of *Bazile vs. the City of Houston* regarding the administration of promotional exams to the Houston Fire Department ranks of Captain and Sr. Captain using and selecting industrial-organizational psychology testing consultants of the City's choice for the development of the exams. As a result of this ruling, the Human Resources Department is required to administer two exam cycles per rank during this contract period. Traditionally, the department has budgeted for the administration of one exam cycle per rank at a cost of approximately \$797,000.00 per cycle, plus any exams that shall be administered as required by the Uniformed Services Employment and Reemployment Rights Act (USERRA) at a cost of approximately \$80,000.00 per exam. In addition, the contract period was historically set for one year (with two one-year renewal options) rather than three years (with two one-year renewal options) as in the current contract. Therefore, this contract was initially underfunded for a second exam cycle each year and for the renewal option years. With the next exam cycle coming up in November of 2020 and funding of approximately \$390,000.00 remaining on the contract, this request to increase the contract spending is presented. A procurement for a new contract for these testing services is underway.

The Scope of Work requires the Contractor to provide turnkey services related to promotional testing for the rank of Captain and Senior Captain and ensures all components for the HFD Captain and HFD Senior Captain promotional processes are legally and professionally defensible. They also ensure that the processes are in compliance with December 19, 2012 Interim Article 11 Agreement to the 2011 Collective Bargaining Agreement (CBA) between the City of Houston and the Majority Bargaining Agent (MBA) as well as Chapter 143 of the Texas Local Government Code.

M/WBE Subcontracting:

This contract was awarded with a 11% M/WBE participation level. Morris & McDaniel, Inc. is currently achieving 11.16% participation level. The Office of Business Opportunity will continue to monitor this contract to ensure maximum M/WBE participation.

Fiscal Note:

There is no impact to the FY20 Adopted Operating Budget for this item; therefore no fiscal note is required.

5/20/2020

DocuSigned by:

Jerry Adams

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**Jerry Adams, Chief Procurement Officer
Finance/Strategic Procurement Division**

Department Approval Authority

| ESTIMATED SPENDING AUTHORITY | | | |
|------------------------------|--------|--------------|--------------|
| DEPARTMENT | FY2020 | OUT YEARS | TOTAL |
| Human Resources | \$0.00 | \$520,000.00 | \$520,000.00 |

