

REQUEST FOR LEGISLATIVE ACTION

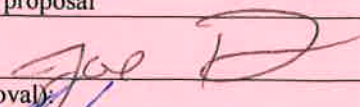

Completed by County Counselor's Office:

Res/Ord No.: 19663

Sponsor(s): Alfred Jordan

Date: November 28, 2017

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twenty-Four Month Term and Supply Contract with Two Twelve Month Options to Extend for the furnishing of Pre-Employment Psychological Evaluations for the Department of Corrections to PsychLogic of Kansas City, Missouri under the terms and conditions of Request for Proposal No. 66-17</u></p>										
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td></td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td></td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Department of Corrections Estimated Use \$60,000.00</p> <p>Prior Year Budget (if applicable): Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:		Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:		Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number:	
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Total amount authorized after this legislative action:											
Amount budgeted for this item * (including transfers):											
Source of funding (name of fund) and account code number:											
PRIOR LEGISLATION	<p>Prior ordinances and (date): Prior resolutions and (date):</p>										
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Administrator, 881-3253</p>										
REQUEST SUMMARY	<p>The Department of Corrections requires a Term and Supply Contract for the furnishing of Pre-Employment Psychological Evaluations for all Correctional Officer Candidates. The Purchasing Department issued Request for Proposal No. 66-17 in response to those requirements.</p> <p>A total of four notifications were distributed and two proposals were received and evaluated as follows:</p> <table border="1"> <thead> <tr> <th>Ranking</th> <th>Respondent and Location</th> <th>Price for Basic Examination</th> </tr> </thead> <tbody> <tr> <td>01</td> <td>PsychLogic of Kansas City, Missouri</td> <td>\$300.00</td> </tr> <tr> <td>02</td> <td>Forensic Psychology Associates, Overland Park, Kansas</td> <td>\$450.00</td> </tr> </tbody> </table> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Purchasing Department and the Department of Corrections recommend the award of a Twenty-Four Month Term and Supply Contract, with Two Twelve Month Options to Extend for the furnishing of Pre-Employment Psychological Evaluations for the Department of Corrections to PsychLogic of Kansas City, Missouri under the terms and conditions of Request for Proposal No. 66-17 as the lowest and best proposal received.</p> <p>This award is made on an "as needed" basis and does not obligate Jackson County, Missouri to pay any specific amount. The availability of funds for specific purchases is subject to appropriation.</p>	Ranking	Respondent and Location	Price for Basic Examination	01	PsychLogic of Kansas City, Missouri	\$300.00	02	Forensic Psychology Associates, Overland Park, Kansas	\$450.00	
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01	PsychLogic of Kansas City, Missouri	\$300.00									
02	Forensic Psychology Associates, Overland Park, Kansas	\$450.00									
CLEARANCE	<p><input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input checked="" type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>										
COMPLIANCE	<p><input type="checkbox"/> MBE Goals – No Goals Assigned <input type="checkbox"/> WBE Goals – No Goals Assigned <input type="checkbox"/> VBE Goals – No Goals Assigned</p>										

ATTACHMENTS	The Abstract of Bids, the Recommendation Memorandum from the Department of Corrections and the pertinent pages of PsychLogic's proposal	
REVIEW	Department Director: 	Date: 11.20.17
	Finance (Budget Approval): <i>If applicable</i>	Date: 11/20/17
	Division Manager: 	Date: 11/20/17
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in ____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance #
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

RFP No. 66-17		DATE: 9/19/17		COMMODITY: Pre-Employment Psychological Exams		Jack Stone	PsychLogic	Jack Stone	PsychLogic	Jack Stone	PsychLogic	Jack Stone
NO	DESCRIPTION	UNIT	QTY	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT
1.0	Psychological Exams	ea	1	see bid	see bid	see bid	see bid	see bid	see bid	see bid	see bid	see bid

CERTIFICATION OF BID OPENING
 BIDS WERE PUBLICLY
 OPENED AND RECORDED
 ON: September 19, 2017

 CLERK OF THE LEGISLATURE
 PURCHASING



DEPARTMENT OF CORRECTIONS

JACKSON COUNTY, MISSOURI

1300 Cherry Street
Kansas City, Missouri 64106

Barbara Casamento, Purchasing Supervisor
Purchasing Department
Jackson County, MO
RFP Number 66-17 Proposals for
Pre-employment Psychological Exams

October 31, 2017

Two proposals for pre-employment psychological examinations were evaluated by three Department of Corrections personnel: Carmen Hayes, HR Administrator; Lt. Johnathan Baldree, on assignment as Job Recruiter; and Laura Scott, Assistant Director of Administration. Proposals were received by 1)PsychLogic and 2)Forensic Psychology Associates. Respondents were evaluated first on: 1)Responsiveness to the RFP; 2)Qualifications and Experience; and 3)References. Following this, respondents were evaluated related to 4)Pricing.

Both proposals met all minimum requirements of the RFP. Both respondents have been in this business for several years and have above average to outstanding qualifications and experience, specifically in the fields of law enforcement, and corrections. Both were above average to outstanding related to positive feedback from references. The Superintendent of Safety and Enforcement for the Jackson County Parks and Recreation Department had particularly good things to say about PsychLogic, including: "Dr. Harris has provided valuable insight for the selection process...Scheduling is timely. Communication is spot on. Assessment results and reporting are quick, insightful and handled in a professional manner..." References for Forensic Psychology Associates report that: "They have been easy to work with..." and they, "do not rubber stamp candidates or evaluations..." and are, "highly recommended."

Across the first three categories of evaluation, PsychLogic scored highest, and PsychLogic's pricing was also lowest, and most affordable.

The evaluation team recommends that PsychLogic be awarded the bid for pre-employment psychological examinations. Corrections expects to spend up to \$60,000 annually on this contract.

Sincerely,

Laura Scott,
Assistant Director of Administration

*cc Joseph Piccinini, Director; Diana Turner, Deputy Director,
Carmen Hayes, HR Administrator; Lt. Johnathan Baldree*

PsychLogic
George A. Harris, Ph.D.
8080 Ward Parkway Suite 140
Kansas City, Missouri 64114
(816) 361 3404
Fax (877) 612-6372
DrHarris@KCPsychLogic.com
Tax ID-43-1647069

Response to RFP NO. 66-17

4.6.10 Pricing information (to be placed in separate envelope included only with original proposal)

Cost of evaluations: The charge for the basic battery of tests (MMPI-2 and NEO), including interview and written report, is \$300. If the Millon or Personality Assessment Inventory or other psychological tests are administered, there is an additional charge, \$45 per test, for scoring but no additional charge for the report itself.

Fees for other consulting: Fees for expert witness testimony are billed at \$250 per hour. Fees for critical incident debriefing are billed at \$175 per hour. Fees for organizational consultation vary by project but generally are \$200 per hour.