



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#16-0820

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Lee R. Feldman, ICMA-CM, City Manager

DATE: July 12, 2016

TITLE: Motion to Approve Purchase of Police Job Task Analysis, Pre-
Employment Test Development, and Related Services – Morris &
McDaniel, Inc. – \$147,000

Recommendation

It is recommended that the City Commission approve a contract with Morris & McDaniel, Inc., in substantially the form attached, for the purchase of Police Job Task Analysis, Pre-Employment Test Development, and Related Services in the amount of \$147,000.

Background

In May 2015, a multi-focused community policing assessment of the City of Fort Lauderdale Police Department was conducted by Bobcat Training and Consulting, Inc. (Bobcat). Among the recommendations made by Bobcat, was for the agency to identify the characteristics of an effective Police Officer in Fort Lauderdale. It was also recommended that the City update the job task analysis for the Police Officer position. It is the City's goal to create a workforce that is reflective of the diverse community that it serves, and one that practices effective 21st century policing strategies through strong police-community partnerships. Our law enforcement employees should envision themselves as guardians of human and constitutional rights.

On February 11, 2016, the City issued Request for Proposal (RFP) 765-11696 for professional services to create a profile of the ideal Fort Lauderdale Police Officer, which would allow for the development of a City-specific validated pre-employment test, modify the selection process (as appropriate), and prepare a targeted ongoing recruitment strategy. Additionally, the scope included the development of a legally defensible entrance exam, and suggestions regarding modifications to the selection process to reduce the selection timeline to less than 120 days from the time of application. The successful proposer is expected to complete and deliver to the City the following:

- Job Task Analysis
- Updated Job Description
- Profile of ideal characteristics of an effective "guardian" Police Officer

- Recommended City of Fort Lauderdale Police Officer entrance exam
- Suggested modifications to the selection process to reduce the selection timeline
- Recommended targeted ongoing recruitment strategy

The RFP was issued with an original deadline for proposals of March 11, 2016. At the time of RFP closing, only one proposal had been received, so the City extended the deadline twice to March 18, 2016 and again to April 4, 2016. The City also conducted additional outreach to solicit more proposals. The City closed the solicitation process on April 4, 2016, and Morris & McDaniel, Inc. was the sole proposer.

Pursuant to Section 2-194(g), Code of Ordinance of the City of Fort Lauderdale, Florida, the City may engage additional negotiations when a single proposal is received. As part of the negotiations, City staff recommended that the proposer retain the ownership of the test past the completion, and be responsible for defending of the test in court should any litigation arise in the future. As a result, the best and final price offered was lowered from \$250,000 to \$147,000, which translates into savings of \$103,000. The proposer also agreed to provide maintenance and support for first three (3) years at no cost to the City. After that period, an optional maintenance service will be available at \$15,000 per year.

The Morris & McDaniel, Inc. proposal demonstrates that the firm has significant experience conducting the kind of work that the City requested in its RFP. Since Morris & McDaniel, Inc. is the sole proposer after an extensive and extended solicitation process, the City recommends awarding an agreement to this proposer.

Resource Impact

There will be a fiscal impact to the City in the amount of \$147,000.

<i>Funds available as of June 27, 2016</i>					
ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
001-POL020101-3199	Support Services	Services & Materials/ Other Professional Services	\$519,108	\$234,097	\$147,000
TOTAL AMOUNT ►					\$147,000

Strategic Connections

This item is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative included within the Public Safety Cylinder of Excellence, specifically advancing:

- Goal 9: Be the safest urban coastal City in South Florida through preventative and responsive police and fire protection.
- Objective 2: Provide quick and exceptional fire, medical, and emergency response.

This item is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative, included within the Internal Support Cylinder of Excellence, specifically advancing:

- Goal 11: Be a well-trained, innovative and neighbor-centric workforce that builds community.
- Objective 1: Foster professional and rewarding careers
- Initiative 4: Explore employee engagement tools
- Initiative 5: Develop a succession planning program to ensure knowledge transfer for critical positions

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan: We Are Ready and We Are Community*.

Attachments

Exhibit 1 – RFP # 765-11696

Exhibit 2 – Agreement

Exhibit 3 – Best and Final Offer

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