

City of Sacramento

Legislation Text

File #: 2019-01042, **Version:** 1

Title:
Supplemental Agreement Exam Development Services

File ID: 2019-01042

Location: Citywide

Recommendation:

Pass a Motion authorizing the City Manager, or the City Manager's designee, to execute a Supplemental Agreement in an amount not to exceed \$99,999 with CPS HR Consulting for continued Citywide Exam Development Services.

Contact: Cynthia Sprenger, Program Specialist, (916) 808-5730, Sally Ly, Human Resources Manager, (916) 808-8907, Human Resources.

Presenter: None

Attachments:

1-Description/Analysis

2-Supplemental Agreement

Description/Analysis

Issue Detail: Due to greater-than-expected need for Citywide Exam Development services, the existing contract (2017-0959) with CPS HR Consulting for Citywide Exam Development Services will need to have an increase in its not-to-exceed (NTE) amount to continue providing services through the term of performance specified in the original contract.

Policy Considerations: This amendment to a professional services contract must be approved in accordance with the provisions of article II of Chapter 3.64 of the City Code.

Economic Impacts: None

Environmental Considerations: Under the California Environmental Quality Act (CEQA) guidelines,

continuing administrative activities do not constitute a project and are therefore exempt from review.

Sustainability: Not applicable

Commission/Committee Action: None

Rationale for Recommendation: Citywide testing is an essential business need for City recruitment and selection functions. CPS HR Consulting has an existing contract (2017-0959) for these services that is set to expire on August 14, 2022. Due to greater-than-expected need for these services, the current contract NTE amount is insufficient to continue services through the contract expiration date.

Financial Considerations: Funding for the Supplemental Agreement which increases the current contract NTE amount by \$99,999, for a new total NTE amount of \$198,999, will be paid for by the FY2019/20 Human Resources Operating Budget through June 30, 2020 and there are sufficient funds available in the FY2019/20 Budget. Services received after June 30, 2020 will be subject to funding availability of the budget adopted for the applicable fiscal year.

Local Business Enterprise (LBE): Not applicable