



City Council Report

Date: July 8, 2019
To: City Council
Through: Michael Kennington, Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: One-Year Term Contract for Electronic Statement of Personal History
Software for the Police Department (**Citywide**)

Recommendation

Council is requested to approve the award as recommended.

The Police Department and Purchasing recommend authorizing the purchase using the City of Scottsdale cooperative contract with Miller Mendel, Inc., at \$50,000 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

The Police Department's Human Resource Unit is requesting the license and use of Electronic Statement of Personal History (eSOPH) provided by Miller Mendel, Inc. This software is a web-based software system designed and developed to assist with pre-employment background investigations. Under the current applicant hiring process, it takes an average of 58 days to process a candidate. Agencies using eSOPH report processing times between 8 and 14 days. eSOPH will streamline the hiring process and allow investigators to process several files simultaneously. An added benefit to eSOPH is information sharing with other agencies. Applicant history can be shared between agencies using eSOPH.

City of Scottsdale's master software license and services agreement with Miller Mendel has been competitively bid and provides for lowest possible cooperative pricing. The City believes going out for a formal bid would only delay the purchase and would not result in any cost savings to the City.

Purchase Information

Action: Award
Procurement Type: Cooperative Contract Use
Contract Number: 2019230
Local Consideration: Policy did not apply to this procurement method
Protests Received: None
Initial Contract Term: 12 months ("License Year")
Possible Renewals: Year-to-Year basis coextensive with the License Year subject to City of Scottsdale, Administrative review and approval
Funding Source: Police Department operating budget