



City Council Report

Date: January 24, 2022
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Kristy Garcia, Procurement Administrator
Subject: Purchase for Virtual Firefighter Recruit Exam Testing for the Mesa Fire and Medical Department **(Citywide)**

Purpose and Recommendation

Council is requested to approve the award as recommended.

A committee representing Mesa Fire and Medical and Human Resources Departments and Purchasing evaluated responses. The evaluation committee recommends awarding the contract to the highest scored proposal from National Test Network, Inc. at \$60,000, based on estimated usage.

Background / Discussion

National Testing Network will administer their Fire Team virtual, live-proctored test in place of the in-person written exam that MFMD has administered in the past. The exam was developed to minimize impact on protected groups by focusing on a full range of critical skills, including integrity, group bias, teamwork, and human interaction skills rather than only on narrowly defined and academically related abilities. The exam has been validated by a team of subject matter experts and is confirmed to have no adverse impact.

The City received three proposal responses of which all met the minimum requirements. The evaluation committee evaluated the proposal in accordance with the City's established policies and procedures. The committee completed scoring of the response against the scoring criteria in the solicitation. Based on the evaluation results, award is being recommended to the highest scored respondent.

Purchase Information

Action: Award
Procurement Type: Request for Proposals
Contract Number: 2022049
Local Consideration: Policy did not apply to this procurement method
Protests Received: None
Funding Source: Mesa Fire and Medical Department operating budget

Proposal Responses and Final Scoring

Respondent	Total Points Possible / 300
National Test Network, Inc. - Lynnwood, WA (Recommended)	<u>263.00</u>
Cooperative Personnel Services dba, CPS HR Consulting - Sacramento, CA	233.60
Public Safety Answers, LLC - Fort Worth, TX	160.40

AWARD RECOMMENDATION
<p>Virtual Firefighters Recruit Testing per Contract No. 2022049</p> <p>Base Price (all-inclusive) to include the platform, test, proctoring services and study guide per candidate, based on 1,000 candidates (\$55/each). The only cost associated with the agency would be the National Test Network annual membership fee \$1,250</p> <p>Contract Amount: <u>\$60,000</u></p>