

DOA-Business Operations Division – Procurement Services Section

**Finance & Personnel Committee Approval Required
For Single Source Contract
Contract No. E0000012849**

Background:

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|---|--|
| User Department: | Fire and Police Commission (“FPC”) |
| Purchasing Agent: | Karen Jeffries, CPPB |
| Contract Description: | Vendor Service Contract for Job Analysis Services and Selection Procedures to Hire Milwaukee Police Department (MPD) Personnel |
| Vendor Name and Location: | E.B. Jacobs, LLC (State College, PA) |
| Contract Term: | December 20, 2013 through December 19, 2016 |
| Requisition # and Date Received: | 0000013599, October 30, 2014 |
| Original Contract Amount: | \$365,000.00 |
| Current Contract Amount: | \$365,000.00 |

If Amendment, History of Contract Amendments:

| Date | Item | Term | Cost |
|--|---|----------------------------|---------------------|
| 10/30/2013 | Original Contract Approved by F&P Committee on: 10/30/2013 | 12/20/2013 – 12/19/2016 | \$365,000.00 |
| Pending | Amendment No. 1: Contract increased by \$321,650.00 from \$365,000.00 to \$686,650.00. | 12/20/2013 – 12/19/2016 | \$321,650.00 |
| Total (including the pending amendment) | | | \$686,650.00 |

Purpose of Amendment:

This represents the first (1st) amendment request by the Fire and Police Commission. This amendment increases the estimated contract total by \$321,650.00 to cover unanticipated expenses for the remainder of the original contract term.

Background:

The vendor will provide additional selection procedure services, including the intake of applications from more than 3,000 people to assist the FPC with their efforts to establish a new eligible list in accordance with a recent directive. The FPC has rented a large venue and hired additional monitors for the testing dates. This is part of the FPC’s plan to complete the current directive goal within a condensed timeline. The associated costs will increase for the administration of the written tests, oral interviews and the physical agility tests developed by E.B. Jacobs, LLC.

City Purchasing Director

Date