



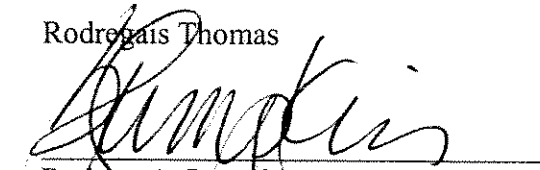
## DEPARTMENT OF PROCUREMENT SERVICES

# MEMORANDUM

Date: January 26, 2006

To: Jackie King, Acting Commissioner  
Department of Personnel

Attn: Rodregais Thomas

From:   
Barbara A. Lumpkin  
Chief Procurement Officer

Re: Emergency Purchase Order Authorization for  
Law Enforcement Candidate Record Examinations

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Pursuant to Section 2-92-644 of the Municipal Purchasing Act, I am authorizing you to make an Emergency Purchase from ePredix, Inc. Based upon information received from members of your staff, I have determined that this procurement is necessary to meet bona fide operating emergencies.

You are hereby authorized to purchase Law Enforcement Candidate Record Examinations in the amount of \$249,500.00 as requested in your letter dated January 6, 2006. Any amount in excess of the \$249,500.00 approved here will be subject to additional authorization and will be limited so as not to exceed the \$250,000 limit established by statute. Please keep in mind that you will need to submit a formal request to the Department of Procurement Services to obtain the 2007 Law Enforcement Candidate Record Examinations through the competitive bid process.

cc: Lourdes Nur  
Aileen Velazquez  
Brandie Knazze  
Lorel Blameuser  
Larry Blustain - Personnel  
Rodregais Thomas - Personnel  
File/Scan - Spec # 924970005





**MEMORANDUM**

**City of Chicago**  
**Richard M. Daley, Mayor**  
  
**Department of Human Resources**

Jacqueline P. King  
Acting Commissioner  
  
City Hall, Room 1100  
121 North LaSalle Street  
Chicago, Illinois 60602-1209  
(312) 744-4966 (Voice)  
(312) 744-1521 (FAX)  
(312) 744-2563 (TTY)

<http://www.cityofchicago.org>

**Administration**  
**Employment Services**  
**Records & Information Services**  
City Hall, Room 1100-1102  
(312) 744-4962 (Voice)  
(312) 744-4976 (Voice)  
(312) 744-4954 (Voice)  
(312) 744-1521 (FAX)

**Employee Assistance Program**  
(312) 747-0399 (Voice)  
(312) 747-8970 (FAX)

**Classification**  
**Labor Relations**  
**Sexual Harassment**  
**Workforce Compliance**  
DePaul Center, Suite 330  
333 South State Street  
Chicago, Illinois 60604-3973  
(312) 747-8960 (Voice)  
(312) 747-8975 (Voice)  
(312) 747-8988 (Voice)  
(312) 747-8981 (Voice)  
(312) 747-8971 (FAX)

**Training Division**  
DePaul Center, Suite 520  
333 South State Street  
Chicago, Illinois 60604-3975  
(312) 747-7277 (Voice)  
(312) 747-0405 (FAX)

Date: 6 January 2006  
  
To: Barbara Lumpkin  
Chief Procurement Officer  
Department of Procurement Services  
  
*Jacqueline P. King*  

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From: Jacqueline P. King  
Acting Commissioner of Human Resources  
  
Subject: Request for Emergency Authorization

06 JAN - 9 AM 9:16

The Department of Personnel requires the services of an outside entity to develop and administer Police Officer entrance examinations. This service is necessary, as four administrations of this exam have been announced and are scheduled to be given in 2006. Accordingly, the Department of Personnel is requesting emergency authorization for these services in the amount of \$ 249,500.00.

The vendor we are recommending, ePredix (formerly Richardson, Bellows, & Henry), has been the test developers for the City of Chicago's police entrance examinations since 1991. This company is unique in the testing industry in its application of the Law Enforcement Candidate Record (LECR), an entry-level test instrument supported by extensive job-relatedness research. The LECR combines traditional verbal-vocabulary and perception-memory tests with a specially designed background questionnaire on: academic history; work history and preferences; social skills; present self-concept and values; and reasons for applying.

In addition, the February administration of the test will mark the inauguration of an on-line platform, allowing test takers the ability to take the test on-line, rather than through paper/pencil. Again, ePredix is uniquely qualified to develop this platform.

Attached please find price quotations and scope of work summary. Please contact Larry Blustain at 312-744-5393 if you have any questions.

I certify that this emergency poses a clear and imminent danger, requiring immediate procurement of Police Officer testing services to prevent or mitigate the loss or impairment of life, health, property, or essential public services. Thank you for your assistance.

JPK/LB

Cc: Lourdes Nur  
Department of Procurement Services

Attachments



6 January 2006

ATTACHMENT TO REQUEST FOR  
EMERGENCY AUTHORIZATION  
DEPARTMENT OF PERSONNEL  
POLICE OFFICER EXAMINATIONS  
EXAMS PRICE QUOTE

<u>Item</u>	<u>Unit Cost</u>	<u>Quantity</u>	<u>Sub-Total</u>
On-line assessment	\$20.00	10,900	\$218,000
Paper/Pencil assessment	\$17.00	1,500	\$ 25,500
Report Retrieval	\$ 5.00	1,200	\$ <u>6,000</u>
Grand Total			<u>\$249,500</u>