



## DEPARTMENT OF PROCUREMENT SERVICES

# MEMORANDUM

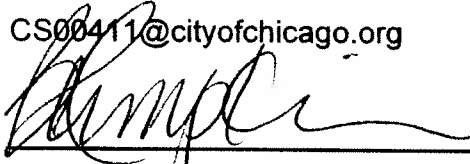
Date: January 11, 2007

To: Jacqueline P. King, Commissioner

Dept: Human Resources

Attn: Larry Blustain

Email: CS004111@cityofchicago.org

From:   
Barbara A. Lumpkin  
Chief Procurement Officer

Re: Development and Scoring of Firefighter & EMT Exams Emergency Request

Vendor Number: 50101801                      Amount: \$238,000.00  
PO number: 14162                              REQ number: 29660

Pursuant to Section 2-92-644 of the Municipal Purchasing Act, I am authorizing you to utilize Emergency services from I O Solutions. 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 obtain services 'Development and Scoring of Firefighter & EMT Exams' in the amount of \$238000 as requested in your letter of 1/11/2007. Any amount in excess of the \$238000 approved here will be subject to additional authorization and will be limited so as not to exceed the \$250,0000 limit established by statute.

cc: Douglas Yerkes,  
John O'Brien,  
Michelle Burton,  
Geoffrey Patterson,  
Ann Nakaguchi





City of Chicago  
Richard M. Daley, Mayor

**Department of Human Resources**

Jacqueline P. King  
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  
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)

**Office of Compliance  
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)

**Strategic Services**

DePaul Center, Suite 520  
333 South State Street  
Chicago, Illinois 60604-3975  
(312) 747-7277 (Voice)  
(312) 747-0405 (FAX)  
(312) 747-8972 (Voice)  
(312) 747-8971 (FAX)



Ok to ~~Access~~ as  
Emergency Request

DWY

1/3/07

Date: 27 December 2006  
To: Barbara Lumpkin  
Chief Procurement Officer  
Department of Procurement Services  
From: *Jacqueline P. King/myB*  
Jacqueline P. King  
Commissioner of Human Resources  
Department of Human Resources  
Subject: Clarification for Request for Emergency Authorization  
(Requisition 29660, Specification 50376)

The Department of Human Resources requires a vendor to provide examination development and scoring services for the Firefighter/EMT entrance exam, which was conducted in May, 2006. Following an exhaustive nationwide search, I/O Solutions, a most highly respected public safety professional consulting firm, was chosen to provide these services. Attached please find a photocopy of I/O Solution's proposed services, quantities, and price quote. The original was previously provided with the original request.

This memorandum serves to clarify the scope of services that were provided under this request, which solely involves the scoring of 17,000 test takers' exams at a per unit cost of \$14.

Thank you for your assistance. 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 Firefighter/EMT entrance exam services to prevent or mitigate the loss or impairment of life, health, property, or essential public services.

JPK/LB

Cc: Douglas Yerkes  
John O'Brien  
Department of Procurement Services

Michelle Burton  
Geoffrey Patterson  
Ann Nakaguchi  
Department of Human Resources

Attachment






**Fee Structure**

The following table outlines the fees associated with the proposed scope of services. All printing, shipping, scanning, scoring and data analysis costs are rolled into the cost of the written examination and will not be billed in addition to the cost of the written exams and study guides. A \$1 fee will be assessed for any printed test booklets that are not administered during the May 2006 test administration. This \$1 fee will be credited should test booklets be used during future administrations. All post-test consultation and litigation services will be billed using I/O Solutions' standard rate structure.

Product/Service	Deadline	Unit Cost	Units	Total Cost
Develop, provide and score CFD-customized NFSI™ test booklets and scannable answer sheets	June 30	\$14	17,000	\$238,000

**Post-Test Consultation, Litigation Consultation and Litigation/Expert Testimony Rates**

Classification	Rate
Administrative support	\$40/hour
Consultant	\$250/hour
Senior consultant/expert testimony	\$325/hour

  
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 Kimberly A. Rafilson, President/CFO

  
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 Fred M. Rafilson, CEO

27 December 2006

ATTACHMENT TO REQUEST FOR EMERGENCY  
AUTHORIZATION  
DEPARTMENT OF HUMAN RESOURCES  
FIREFIGHTER/EMT EXAM TESTING

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Item: Scoring of Test Takers' Exams.

Cost: \$14 per exam taker

Quantity: 17,000 test takers

Total Cost: \$238,000