



Request for Waiver of Bid Procurement

I. Program Description and Current Operations

Date: 7/7/14

Service or Goods to be Purchased: Purchase of consultation services for the purpose of Pre-Employment Psychological Assessment, Fitness for Duty Evaluation (FFDE) and Assessment, and for Promotional Evaluation and Assessment.

Estimated Expenditure Amount: \$28,000

Vendor Name: The Psychology Center

Department: Sheriff's Office

Name of Contact Person: Jennifer Reynolds

Name of Program: The Psychology Center

Requisition Number:

II. Chapter 25 of Dane County Ordinance codifies the County's purchasing and contracting process. Included in this chapter, 25.11(20) allows for exceptions to the competitive bidding process for a variety of reasons.

Below is a list of exceptions specified in the ordinance. Choose the one most appropriate to your request.

Emergency procurement

Only one vendor possesses the unique and singularly available ability to meet the Department's requirements

When unique and specific technical qualifications are required

When special adaptation for a special purpose is required

When a unique or opportune buying condition exists

III. State your rationale for request for waiver. Please be specific.

Request a waiver of bid procurement for The Psychology Center and Dr. Koziol, in the amount of \$28,000 (\$475 per employee), to provide the Dane County Sheriff's Office with consultation services for the purpose of pre-employment psychological assessment, fitness for duty evaluation and assessment, and for promotional evaluation and assessment.

The Psychology Center is the only vendor that possesses the unique and singular ability to meet the Sheriff's Office requirements for pre-employment assessment, fitness for duty evaluation and assessment, and for promotional evaluation and assessment. Dr. Koziol is the only clinical psychologist within a 90 minute drive of the greater Madison area who has

extensive training in police psychology. Dr. Koziol's expertise in police psychology is demonstrated by:

- Extensive clinical training and coursework in the field of police psychology from American Board of Forensic Psychology to develop a specialized expertise in pre-employment psychological evaluations, fitness for duty evaluations, and promotional evaluations.
- He is the only provider in the local area that strictly adheres to the International Association of Chiefs of Police best practice guidelines for conducting pre-employment psychological evaluations and fitness for duty evaluations.
 - Dr. Koziol is the only local provider that utilizes ADA approved research assessment instruments that have been validated for law enforcement officers.
- Active participation in:
 - The International Association of Chiefs of Police
 - The Wisconsin Chiefs of Police Association
 - The Society of Criminal and Police Psychology
- Dr. Koziol is presently considered a local expert in the pre-employment psychological evaluations to assess individuals who must assume "positions of trust" as evidenced by:
 - His work with over 20 law enforcement agencies in south central Wisconsin
 - His work developing a nationally recognized assessment protocol for the federally mandated Tier One Select Agent Program. Dr. Koziol evaluates all UW-Madison staff working with Tier One agents/toxins.