

DURHAM



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CITY OF MEDICINE

CITY OF DURHAM

POLICE DEPARTMENT
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AF 2015 #44

To: Thomas Bonfield, City Manager
From: Jose L. Lopez, Sr., Chief of Police 
Date: February 2, 2015
RE: Request to use Forfeiture Funds in an amount up to, but not to exceed, \$155,000 for the Promotion Testing and Assessment Process.

Executive Summary:

The Police Department proposes to use forfeiture funds to pay for professional services and incidental costs toward police promotion testing and assessment for the ranks of Corporal, Sergeant, Lieutenant, and Captain in 2015. The total cost will not exceed \$155,000.00.

Recommendation:

Staff recommends that the City Manager authorize the use of forfeiture funds in an amount not to exceed \$155,000.00 for the promotion testing and assessment process.

Background:

The Police Department has been nationally accredited for nearly 20 years. Accreditation standards require that promotion eligibility lists be the product of a valid, nondiscriminatory, and job related process. To retain our accreditation, we must comply with those standards.

The current promotion eligibility lists for the ranks of Corporal, Sergeant, Lieutenant, and Captain will expire in April, 2015. It is likely that the Corporal as well as the Sergeant's lists will be depleted before the lists expire.

Test validation and assessment services are delivered by specialized business entities with the expertise and experience to ensure that the product and the process are resistant to exposure to civil liability. In addition, the professional services delivered will result in identifying the best and the most capable cadre of leaders from among all candidates. Due to the fact that the process is so specialized, the City's best course is to rely on the expertise of a consultant with proven leadership in the field. Accordingly, a Request for Proposal (RFP) was issued this past Fall and a vendor has been identified who will complete the services needed.

An Internationally Accredited Law Enforcement Agency



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Financial Impact:

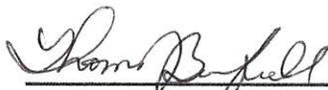
The current available balance in Asset Forfeiture and Controlled Substance Tax Distribution Funds according to the general ledger is \$1,044,791.46. As outlined in the attached reconciliation, \$320,112.05 is reserved for approved purposes, and \$635,305.52 is earmarked for support of other departmental needs. Earmarked funds include the \$155,000 requested herein.

Since 1/21/15, when Asset Forfeiture and Controlled Substance Tax Distribution Funds were last reconciled, there has been an increase of \$67,217 as result of distributions in both funds. The final cost of for the promotional process is \$35,000 greater than the previous estimated cost requirement due to the lowest contractor bid being \$155,000. Upon approval of this request, the balance of funds not obligated or earmarked will be \$54,373.89.

SDBE:

This is a request to use funds for the purposes indicated. The Purchasing Department will follow SDBE Guidelines and proper procurement procedures in making the actual purchase.

Approve Do Not Approve Requires Further Discussion



Thomas J. Bonfield, City Manager

2/4/15
Date