BACKGROUND:
This ordinance authorizes the Executive Director of the Civil Service Commission to enter into a planned contract renewal and modification for Psychological Screening Services with ForPsych Corporation dba ForPsych: A Forensic Psychology Practice to add funding for 2026 in an amount up to $150,000.00. This contract is used for Psychological Screening Services for entry-level police officer and firefighter candidates.

PROCUREMENT:
The Civil Service Commission solicited competitive bids for Psychological Screening Services in accordance with the relevant provisions of Chapter 329 (RFQ028653). Forty-one (41) vendors were solicited. Three (3) bids were received and opened on September 25, 2024. The bid from ForPsych Corporation dba ForPsych: A Forensic Psychology Practice was deemed as the most responsive, responsible and best bidder.

CONTRACT AMOUNTS / TIMELINE:
The contract term was for one year from January 1, 2025 to and including December 31, 2025. The contract language allows for two (2) one (1) year renewal options on a year to year basis upon mutual agreement, availability of funds, and approval by Columbus City Council. The contract expiration date will be extended to and including December 31, 2026.

The billing rate for Evaluation services will increase to $570.00 for year two (2) of the contract. If unforeseen issues or difficulties are encountered that would require additional funding, a modification would be required. This proposed renewal #1 is for year two (2) of the contract.

This legislation seeks to exercise the renewal option and add additional funding for year two (2) of the contract. The Ordinance is being submitted in accordance with the relevant provisions of Chapter 329 of City Code pertaining to contract renewals and modifications.

Cost Summary:

Original Contract - Ordinance #2964-2024	$300,000.00
Renewal #1 - Ordinance #2613-2025 (pending)	$150,000.00
Contract Total to Date:	$450,000.00

1. Amount of additional funds: Total amount of additional funds needed for this contract renewal is to ADD $150,000.00. Total contract amount including this renewal is $450,000.00.

2. Reason additional funds were not foreseen: The need for additional funds were known at the time of the initial contract. The contract language allows for two (2) one (1) year renewal options on a year to year basis and for the increase of the billing rate for Evaluation services for year two (2) of the contract, upon mutual agreement, availability of funds, and approval by Columbus City Council. This contract is funded on an incremental basis.

3. Reason other procurement processes were not used: Work under this renewal is a continuation of services. No lower pricing/more attractive terms and conditions are anticipated at this time.

4. How cost was determined: The contract allows for an increase in the billing rate for Evaluation services to $570.00 for year two (2) of the contract. All other cost, terms and conditions are in accordance with the original agreement.

SUPPLIER:
ForPsych Corporation dba ForPsych: A Forensic Psychology Practice, vendor #033463 expires 9/24/2026, majority status

The certification of ForPsych Corporation dba ForPsych: A Forensic Psychology Practice was in good standing at the time of the contract award. The company is not debarred according to the Excluded Party Listing System of the Federal Government or prohibited from being awarded a contract according to the Auditor of State Unresolved Findings for Recovery Certified Search.

FISCAL IMPACT: $150,000.00 is budgeted and needed for this purchase.

$85,275.00 has been spent year-to-date in 2025
$166,275.00 was spent in 2024
$163,750.00 was spent in 2023

To authorize the Executive Director of the Civil Service Commission, on behalf of the Department of Public Safety, to exercise an option to renew and to increase funding under the contract with ForPsych Corporation dba ForPsych: A Forensic Psychology Practice, for Psychological Screening Services; to authorize the expenditure of $150,000.00 from the General Fund. ($150,000.00)

WHEREAS, the Civil Service Commission, on behalf of the Department of Public Safety solicited competitive bids for Psychological Screening Services for entry-level police officer and firefighter candidates in accordance with the relevant provisions of Section 329 (RFQ028653); and

WHEREAS, the Civil Service Commission, on behalf of the Department of Public Safety entered into a contract for the purchase of Psychological Screening Services for entry-level police officer and firefighter candidates with ForPsych Corporation dba ForPsych: A Forensic Psychology Practice; and

WHEREAS, the contract language allows for two (2) one (1) year renewal options on a year to year basis upon mutual agreement, availability of funds, and approval by Columbus City Council; and

WHEREAS, the contract language allows for an increase each year in the billing rate charged for Evaluation services upon mutual agreement, availability of funds, and approval by Columbus City Council; and

WHEREAS, the vendor has agreed to renew, increase the billing rate and add funding to contract No. PO511433 at the increased prices and conditions; and

WHEREAS, this Ordinance is being submitted in accordance with the relevant provisions of Chapter 329 of City Code pertaining to contract renewals; and

WHEREAS, it has become necessary in the usual daily operation of the Civil Service Commission, to authorize the Executive Director to exercise an option to renew an existing contract and to increase funding under the contract with ForPsych Corporation dba ForPsych: A Forensic Psychology Practice, on behalf of the Department of Public Safety, for the preservation of the public health, peace, property, safety and welfare; and now, therefore

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:

SECTION 1. That the Executive Director of the Civil Service Commission, on behalf of the Department of Public Safety, be and is hereby authorized to exercise an option to renew an existing contract and to increase funding under the contract with ForPsych Corporation dba ForPsych: A Forensic Psychology Practice for Psychological Screening Services

for police officer and firefighter candidates, in accordance with the terms and conditions as shown in the agreement on file in the office of the Civil Service Commission. Total amount of this renewal No 1. is to ADD $150,000.00. Total contract amount for all years including this renewal is $450,000.00.

SECTION 2. That this renewal and billing rate increase is in accordance with the relevant provisions of Chapter 329 of City Code relating to contract modifications/renewals.

SECTION 3. That the expenditure of $150,000.00 or so much thereof as may be needed, is hereby authorized in Fund 1000 (General Fund) in object class 03 Services, per the accounting codes in the attachment to this ordinance.

SECTION 4. That the funds necessary to carry out the purpose of this ordinance are hereby deemed appropriated and the City Auditor shall establish such accounting codes as necessary.

SECTION 5. That the City Auditor is authorized to make any accounting changes to revise the funding source for all contracts or contract modifications/renewals associated with this Ordinance.

SECTION 6. That this Ordinance shall take effect and be in force from and after the earliest period allowed by law.