



Harris County, Texas

1001 Preston St., Suite 934
Houston, Texas 77002

Staff Report

File #: 21-4615

Agenda Date: 9/14/2021

Agenda #: 287.

Department: Purchasing

Department Head/Elected Official: DeWight Dopslauf, Purchasing Agent, Purchasing Department

Regular or Supplemental RCA:

- ☒ Regular RCA
☐ Supplemental RCA

	YES	NO	ABSTAIN
Judge Lina Hidalgo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Rodney Ellis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Adrian Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Tom S. Ramsey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. R. Jack Cagle	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Type of Request: Contract - Award

Project ID (if applicable):

Vendor/Entity Legal Name (if applicable):

MWDBE Participation (if applicable):

Request Summary (Agenda Caption):

Request for approval of an award on the basis of best proposal meeting requirements and that the County Judge execute an agreement with Kevin G. Smith, Ph. D. and Associates, P.C., for psychologist and/or psychiatrist examinations for the Sheriff's Office for the period of September 14, 2021 - September 13, 2022, with four (4) one-year renewal options (210086).

Background and Discussion:

Expected Impact:

Alternative Options:

Presented to Commissioners Court

September 14, 2021

Alignment with Goal(s):

Approve: E/G

- ☐ Justice and Safety
☐ Economic Opportunity
☐ Housing
☐ Public Health

- ☐ Transportation
☐ Flooding
☐ Environment
☐ Governance and Customer Service

Prior Court Action (if any):**Location:**

Address (if applicable list below):

- ☐ Countywide
☐ Precinct 1
☐ Precinct 2
☐ Precinct 3
☐ Precinct 4

Fiscal and Personnel Summary				
Service Name		FY 21-22	Estimates	
			FY 22	Next 3 FYs
Incremental Expenditures				
Labor Expenditures	-	-	-	-
Non-Labor Expenditures	-	-	-	-
Total Incremental Expenditures	-	-	-	-
Funding Sources (General Fund, PIC Fund, Debt or CP, Grants, or Other - Please Specify)				
Existing Budget	-	-	-	-
	-	-	-	-
	-	-	-	-
Total Current Budget	-	-	-	-
Additional Budget Requested	-	-	-	-
	-	-	-	-
	-	-	-	-
Total Additional Budget Requested	-	-	-	-
Total Funding Sources	-	-	-	-
Personnel (Fill out section only if requesting new PCNs)				
Current Position Count for Service	-	-	-	-
Additional Positions Requested	-	-	-	-
Total Personnel	-	-	-	-

Anticipated Implementation Date:

Emergency/Disaster Recovery Note:

- ☐ Not an emergency, disaster recovery, or COVID-19 related item
- ☐ Emergency Item
- ☐ COVID-19 related Item
- ☐ Disaster Recovery related Item

Contact(s) name, title, department:

Attachments (if applicable):



DeWight Dopslauf, C.P.M., CPPO
Harris County Purchasing Agent

September 02, 2021

Commissioners Court
Harris County, Texas

RE: Job No. 210086

Members of Commissioners Court:

Please approve the award on the basis of best proposal meeting requirements and the attached Order(s) authorizing the County Judge to execute the attached Agreement(s) for the following:

Description: Psychologist and/or Psychiatrist Examinations for the Harris County Sheriff's Office

Proposal(s)

Received: Two (2) on April 26, 2021 (see attached)

Vendor(s): Kevin G. Smith, Ph.D. and Associates, P.C.

Term: September 14, 2021 - September 13, 2022 with four (4) one-year renewal options

Amount: See confidential attachment

Evaluated By: • Evaluation Committee • Harris County Purchasing

Purchase order(s) will be issued upon Commissioners Court approval.

Sincerely,

A handwritten signature in dark ink, appearing to read "DeWight Dopslauf", written in a cursive style.

DeWight Dopslauf
Purchasing Agent

JG
Attachment(s)
cc: Vendor(s) w/o attachment(s)

FOR INCLUSION ON COMMISSIONERS COURT AGENDA SEPTEMBER 14, 2021



CONFIDENTIAL UNTIL APPROVED BY COMMISSIONERS COURT

**Request for Proposal for Psychologist and/or Psychiatrist Examinations
for the Harris County Sheriff's Office**

Two (2) proposals were received as follows:

<u>Vendor</u>	<u>Total Price</u>
1. Butler Psychological Group, PLLC	\$145,875*
2. Kevin G. Smith, Ph.D. and Associates, P.C.	\$172,500*

* Best and Final Offer

Evaluation Information

The Evaluation Committee consisted of representatives from the Harris County Sheriff's Office and a representative from the Office of the Harris County Purchasing Agent. Upon careful evaluation of the proposals and best and final offers, the Evaluation Committee selected Kevin G. Smith, Ph.D. and Associates, P.C. on the basis of best proposal meeting requirements and needs of Harris County.

Kevin G. Smith, Ph.D. and Associates, P.C. received the highest overall evaluation score and was considered the best proposal that aligned with the County's requirements of the services needed for this project.

Butler Psychological Group, PLLC was eliminated based on not enough references that focused on law enforcement. They also require a notification time of seven (7) business days prior to scheduling Fitness for Duty Exams that the HCSO requires on an emergency basis.

Amount

\$172,500

This project was developed and issued as a Request for Proposal and, as such, it is requested that the evaluation and cost information remain confidential until Commissioners Court approves the award and an Agreement is executed. At that time, all responses may become available for public review under the "Public Information Act".