

AGREEMENT FOR SERVICES #376-S1610
AMENDMENT I



This Amendment I to that Agreement for Services #376-S1610, made and entered into by and between the County of El Dorado, a political subdivision of the State of California (hereinafter referred to as "County") and Cordico Psychological Corporation, a California Corporation, duly qualified to conduct business in the State of California, whose principal place of business is 2377 Gold Meadow Way, Suite 100, Gold River, CA 95670; (hereinafter referred to as "Contractor");

RECITALS

WHEREAS, Contractor has been engaged by County to provide pre-employment psychological and post-employment "fitness for duty" psychological examinations, in accordance with Agreement for Services #376-S1610, dated April 5, 2015, incorporated herein and made by reference a part hereof; and

WHEREAS, the parties hereto have mutually agreed to amend Agreement for Services #376-S1610 to add the El Dorado County District Attorney's Office; and,

WHEREAS, the parties hereto have mutually agreed to exchange Exhibit A in its entirety for Exhibit A-1; and,

WHEREAS, the parties hereto have mutually agreed to **Amend Article I- Scope of Services**; and,

WHEREAS, the parties hereto have mutually agreed to increase the not to exceed amount of said Agreement, hereby amending **Article IV- Compensation for Services**; and

WHEREAS, the parties hereto have mutually agreed to amend **Article XIII- Notice to Parties**; and,

WHEREAS, the parties hereto have mutually agreed to amend **Article XXVI- Contract Administrator**; and,

NOW THEREFORE, the parties do hereby agree that Agreement for Services #376-S1610 shall be amended a first time as follows:

ARTICLE I

Scope of Services:

- A. Contractor agrees to provide Sheriff's Office with pre-employment psychological screening in compliance with P.O.S.T. Commission Procedure 1955, marked Exhibit "A-1", incorporated herein and made by reference a part hereof. Testing is to be on an "as requested" basis for the Sheriff's Office. Candidates shall include the classifications of Deputy Sheriff, Correctional Officer and Dispatcher. Services shall consist of the appropriate psychological testing, evaluation and written report on all candidates screened.
- B. Contractor agrees to provide Probation Department with pre-employment psychological screening in compliance with Government Code Section 1031(f). Testing is to be on an "as requested" basis for the Probation Department. Candidates shall include the classifications of Deputy Probation Officer, and Deputy Probation Officer- Institutions. Services shall consist of the appropriate psychological testing, evaluation, and written report on all candidates screened.
- C. Contractor agrees to provide the District Attorney with pre-employment psychological screening in compliance with Government Code Section 1031(f). Testing is to be on an "as requested" basis for the District Attorney's Office. Candidates shall include the classifications of Investigator, Chief Investigator and Supervising Investigator. Services shall consist of the appropriate psychological testing, evaluation, and written report on all candidates screened.

Grading and/or testing shall be furnished in writing to the Sheriff's Office, Probation Department or District Attorney within ten (10) working days following the testing. A pass or fail verbal notification shall be available to the department on the following day of the testing.

In addition to the services identified herein above, consultant may also provide post-employment special unit screening, post-employment psychological "fitness for duty" evaluations, related research analysis and consultations including hiring meetings, training, court and civil service testimony. These services shall be provided on an "as requested" basis as required by County.

ARTICLE IV

Compensation for Services: For services provided herein, including any deliverables that may be identified herein, County agrees to pay Contractor upon the satisfactory completion and County's acceptance of work, monthly in arrears and within forty-five (45) days following the County's receipt and approval of itemized invoice(s) identifying services rendered.

For the purposes of this Agreement, the billing rate shall be the following:

- A. Pre-employment psychological screening, including psychological testing, individual clinical interview, and written report of results at \$400.00 per candidate.
- B. Post-employment Special Unit Screening including psychological testing, individual clinical interview, and written report of results at \$400.00 per candidate.
- C. Post-employment psychological "Fitness for Duty" evaluation including psychological testing, individual clinical interview, and limited summary of the results at \$1,600.00 per evaluation.
- D. Research analysis services required beyond the pre-screening interview shall be at additional fees as negotiated between the parties on an individual case-by-case basis.

- E. Additional requested consultation services, including but not limited to, hiring meetings, training, court or civil service testimony shall be performed at the rate of \$375.00 per hour.

Total amount of this Agreement shall not exceed \$93,600.

Itemized invoices shall follow the format specified by County and shall reference this Agreement number on their faces and on any enclosures or backup documentation. Copies of documentation attached to invoices shall reflect Contractor's charges for the specific services billed on those invoices. Contractor shall invoice County Departments individually:

County of El Dorado
Sheriff's Office Attn: Fiscal
300 Fair Lane,
Placerville, California 95667

Or

County of El Dorado
Probation Department Attn: Fiscal
3974 Durock Road, Ste. 205
Shingle Springs, CA 95682

Or

County of El Dorado
District Attorney's Office Attn: Fiscal
515 Main Street
Placerville, CA 95667

Or to such other location as County directs.

ARTICLE XIII

Notice to Parties: All notices to be given by the parties hereto shall be in writing and served by depositing same in the United States Post Office, postage prepaid and return receipt requested. Notices to County shall be addressed as follows:

COUNTY OF EL DORADO
SHERIFF'S OFFICE
300 FAIR LANE
PLACERVILLE, CA 95667
ATTN: BRYAN GOLMITZ- CAPTAIN

OR

COUNTY OF EL DORADO
PROBATION DEPARTMENT
3974 DUROCK ROAD, STE 205
SHINGLE SPRINGS, CA 95682
ATTN: CHIEF PROBATION OFFICER

OR

COUNTY OF EL DORADO
DISTRICT ATTORNEY'S OFFICE
515 MAIN STREET,
PLACERVILLE, CA 95667
ATTN: VERN PIERSON, DISTRICT ATTORNEY

Or to such other location as the County directs.

With a carbon copy to (with the exception of screening results)

COUNTY OF EL DORADO
Chief Administrative Office
Procurement and Contracts Division
360 Fair Lane
Placerville, CA 95667
ATTN: Purchasing Agent

Notices to Contractor shall be addressed as follows:

CORDICO PSYCHOLOGICAL CORPORATION
2377 GOLD MEADOW WAY SUITE 100
GOLD RIVER, CA 95670
ATTN: DAVID BLACK, PH.D

Or to such other location as the Contractor directs.

ARTICLE XXVI

Administrator: The County Officer or employees with responsibility for administering this Agreement are Bryan Golmitz, Captain, Sheriff's Office, or successor, Darci Prall, Department

Analyst, Probation Department, or successor, and Nancy V. Anderson, Executive Secretary, District Attorney's Office, or successor.

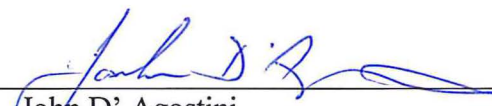
Except as herein amended, all other parts and sections of that Agreement #376-S1610 shall remain unchanged and in full force and effect.

Requesting Contract Administrator Concurrence:

By: 
Bryan Golmitz
Captain
Sheriff's Office


Dated: 9-15-16

Requesting Department Head Concurrence:

By: 
John D' Agostini,
Sheriff
Sheriff's Office

Dated: 9/27/16

Requesting Contract Administrator Concurrence:

By: 
Darci Prall,
Department Analyst
Probation Department

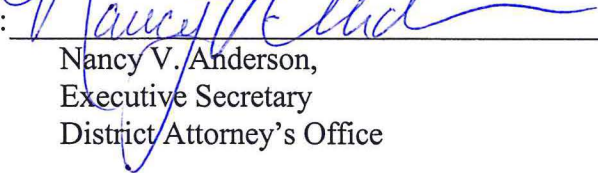
Dated: 09/15/16

Requesting Department Head Concurrence:

By: 
Brian Richart,
Chief Probation Office
Probation Department

Dated: 9/19/16


Requesting Contract Administrator Concurrence:

By: 

Nancy V. Anderson,
Executive Secretary
District Attorney's Office

Dated: 9/14/14

Requesting Department Head Concurrence:

By: 

Vern Pierson,
District Attorney
District Attorney's Office

Dated: _____

IN WITNESS WHEREOF, the parties hereto have executed this first Amendment to that Agreement for Services #376-S1610 on the dates indicated below.

-- COUNTY OF EL DORADO --

Dated: 10/28/15

By: 
Michael Ranalli, 2nd Vice-Chair
Board of Supervisors
"County"

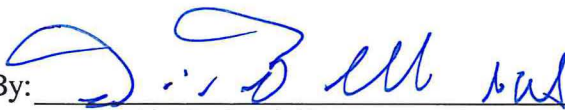
ATTEST:
James S. Mitrising
Clerk of the Board of Supervisors

By: 
Deputy Clerk

Dated: 10/28/15

-- CONTRACTOR --

Cordico Psychological Corporation
(A CALIFORNIA CORPORATION)

By: 
David Black, Ph.D.
President
"Contractor"

Dated: 9/14/2015

By: 
Corporate Secretary

Dated: 9/15/16

(KBG)

(376-S1610)

Exhibit A-1

1955. Peace Officer Psychological Evaluation

(a) Government Code Mandate/Evaluator Requirements

Every peace officer candidate shall be evaluated to determine if the candidate is free from any emotional or mental condition that might adversely affect the exercise of the powers of a peace officer [[Government Code section 1031\(f\)](#)], and to otherwise ensure that the candidate is capable of withstanding the psychological demands of the position.

(1) The psychological evaluation shall be conducted by either of the following:

(A) A physician and surgeon who holds a valid California license to practice medicine, has successfully completed a postgraduate medical residency education program in psychiatry accredited by the Accreditation Council for Graduate Medical Education, and has at least the equivalent of five full-time years of experience in the diagnosis and treatment of emotional and mental disorders, including the equivalent of three full-time years accrued after completion of the psychiatric residency program.

(B) A psychologist licensed by the California Board of Psychology who has at least the equivalent of five full-time years of experience in the diagnosis and treatment of emotional and mental disorders, including the equivalent of three full-time years accrued post-doctorate.

(2) The psychological evaluator (hereinafter referred to as "evaluator") shall be competent in the conduct of preemployment psychological screening of peace officers. The required areas of competence, as defined in the POST Peace Officer Psychological Evaluator Competencies, are herein incorporated by reference. The Competencies are contained and defined in Chapter 3 of the [POST Peace Officer Psychological Screening Manual \(2014\)](#).

(3) The evaluator must complete a minimum of 12 hours biennially of POST-approved continuing professional education per Commission Regulation 1955(b).

(4) The evaluator shall conduct the examination on behalf of and for the benefit of the employing department.

(Revised 12/09/2015)

(b) Continuing Professional Education (CPE)

(1) CPE Course Requirement

POST approval will be granted to courses that meet the following requirements for both course quality and relevance:

(A) Course Quality

Course quality is satisfied by any course recognized and accepted by the California Board of Psychology for continuing education credit [16 CCR section 1397.61(c)(1)] including:

1. Courses provided by American Psychological Association (APA), or its approved sponsors; or
2. Continuing medical education (CME) courses specifically applicable and pertinent to the practice of psychology and that are accredited by the California Medical Association (CMA) or the Accreditation Council for Continuing Medical Education (ACCME); or
3. Courses provided by the California Psychological Association, or its approved sponsors; or
4. Courses approved by an accrediting agency for continuing education courses taken prior to January 1, 2013, pursuant to 16 CCR section 1397.61 as it existed prior to January 1, 2013.

The quality of courses recognized and accepted by other accrediting bodies, associations, or organizations will be considered on a case by case basis.

(B) Course Relevance

As determined by POST, courses must have direct relevance and applicability to preemployment psychological assessment by providing instruction and training in one or more of the Competencies [subsection 1955(a)(2)].

(2) CPE Course Approval

POST approval shall be granted to courses that meet the requirements outlined in 1955(b)(1). To be considered for POST approval, a course approval request must be submitted to POST via the electronic CPE Tracking System. The request may be submitted by a course instructor, provider, sponsor, law enforcement agency, or an individual who has taken or is considering taking a course.

Requests for POST approval must include the following information:

- (A) Course provider
- (B) Course instructor
- (C) Course title and description
- (D) Approving association
- (E) Course topics and hourly distribution
- (F) Learning objectives
- (G) Method(s) of instruction (e.g., workshop, webinar, independent learning)

A list of [POST-approved CPE courses](#) are maintained on the [POST Website](#).

(3) Evaluator CPE Requirement

(A) The evaluator must complete 12 hours of POST-approved instruction over a two-year period, which shall run concurrently with the evaluator's two-year license renewal cycle. The POST CPE requirement must be met no later than the evaluator's license renewal date. Additional CPE hours above the 12 hour minimum do not count toward the next two-year cycle.

(B) Prior to September 1, 2014, all evaluators must have completed a minimum of six (6) hours of CPE. The POST-approved CPE must have been completed between May 1, 2012 and August 30, 2014.

After September 1, 2014, the 12-hour two-year CPE requirement commenced. CPE hours were prorated at .5 hours per month, based on the evaluator's license renewal cycle. For example, if the evaluator's license renewal date was February 28, 2015, by that date the evaluator must have completed .5 hours of CPE for each of the six months that elapsed since September 1, 2014 (i.e., three hours). Thereafter, the evaluator must meet the regular 12 hours of CPE for every two-year cycle per subsection 1955(a)(3).

(C) The evaluator may satisfy no more than 75% (up to nine (9) hours) of the POST CPE requirement through independent learning that meets subsection 1955(b)(1). Independent learning includes, but is not limited to, courses delivered via the Internet, CD-ROM, satellite downlink, correspondence, and home study.

(4) Verification of Course Completion

To verify compliance with subsection 1955(a)(3), the evaluator must submit a psychological evaluator profile request to POST via the electronic CPE Tracking System and provide verification of course completion.

(A) Evaluator Information

The profile request must include the evaluator's name and contact information; license # and renewal date; and additional information (curriculum vitae, professional website URL), if available.

(B) Course Information

Once the profile is approved, the evaluator can request approval of CPE course completion through the online CPE Tracking System. The request must be accompanied by official documentation of course completion, such as completion certificate, roster, and/or other official education or training records.

A list of evaluators and their contact information is available on the POST website (www.post.ca.gov).

(c) Timing of the Psychological Evaluation

The psychological evaluation shall commence only after a conditional offer of employment has been extended to the peace officer candidate [Americans with Disabilities Act ([42 U. S. Code section 12101 et seq](#)); California Fair Employment and Housing Act ([Government Code section 12940 et seq](#))]. The psychological evaluation must be completed within one year prior to date of employment.

A new psychological evaluation shall be conducted on peace officer candidates reappointed to the same department, unless the prior evaluation occurred within one year of the date of reappointment.

(d) Psychological Screening Procedures and Evaluation Criteria

(1) The psychological screening procedures and evaluation criteria used in the conduct of the psychological evaluation shall be based on the peace officer duties, powers, demands, and working conditions as defined by the department. This information shall be provided to the evaluator, along with any other information (e.g., risk management considerations) that will allow the evaluator to make a psychological suitability determination.

(2) Every peace officer candidate shall be evaluated, at a minimum, against job-related psychological constructs herein incorporated by reference in the POST Peace Officer Psychological Screening Dimensions: Social Competence, Teamwork, Adaptability/Flexibility, Conscientiousness/Dependability, Impulse Control, Integrity/Ethics, Emotional Regulation/Stress Tolerance, Decision Making/Judgment, Assertiveness/Persuasiveness, and Avoiding Substance Abuse and Other Risk-Taking Behavior. The Dimensions are contained and defined in Chapter 4 of the [POST Peace Officer Psychological Screening Manual \(2014\)](#).

(3) The [POST Peace Officer Psychological Screening Manual \(2014\)](#) provides guidance in the evaluation of peace officer candidates. The use of this manual is discretionary with the exception of the required Psychological Evaluator Competencies and the Psychological Screening Dimensions outlined in subsections 1955(a)(2) and 1955(d)(2), respectively.

(e) Required Sources of Information for the Psychological Evaluation

The psychological evaluation shall include a review by the evaluator of the following sources of information prior to making a determination about the candidate's psychological suitability.

(1) Job Information

Job information shall consist of the peace officer duties, powers, demands, and working conditions provided by the department per subsection 1955(d)(1).

(2) Written Assessments

Written assessments shall consist of a minimum of two written psychological instruments. One of these instruments shall be designed and validated to identify patterns of abnormal behavior; the other instrument shall be designed and validated to assess normal behavior. Both instruments shall have documented evidence of their relevance for evaluating peace officer suitability. Together, the instruments shall provide information about each candidate related to: (1) freedom from emotional and/or mental conditions that might adversely affect the exercise of the powers of a peace officer, and (2) psychological suitability per the POST Psychological Screening Dimensions [refer to subsection 1955(d)(2)].

The psychological assessments shall be interpreted using appropriate, authorized test publisher scoring keys. If mail-order, Internet-based, or computerized test interpretations are used, the evaluator shall verify and interpret the individual results.

(3) Personal History Information

Personal history information includes the candidate's relevant work, life and developmental history based on information collected during the background investigation [Regulation 1953(g)(3)]. This information may be augmented by responses on a personal history questionnaire collected as part of the psychological evaluation.

(4) Psychological Interview

A psychological interview shall be administered to each peace officer candidate subsequent to a review and evaluation of the results of the written assessments [subsection 1955(e)(2)] and the candidate's personal history information [subsection 1955(e)(3)]. Sufficient interview time shall be allotted to address all issues arising from the reviewed information and other issues that may arise during the interview.

(5) Psychological Records

Psychological records and relevant medical records shall be obtained from the candidate's treating health professional, if warranted and obtainable. This information may be provided by the candidate, or, with written authorization from the candidate ([Civil Code section 56.11](#)), may be obtained directly from the health professional.

(f) Psychological Evaluation Report

(1) Data from all sources of information shall be considered; the evaluator's determination shall not be based on one single data source unless clinically justified.

(2) The evaluator shall submit a psychological evaluation report to the department that shall include the following information:

(A) The evaluator's contact information and professional license number,

(B) The name of the candidate,

(C) The date the evaluation was completed, and

(D) A statement, signed by the evaluator, affirming that the candidate was evaluated in accordance with Commission Regulation 1955. The statement shall include a determination of the candidate's psychological suitability for exercising the powers of a peace officer. Prior to appointment as a peace officer, the candidate must be determined to be psychologically suitable.

(3) The department shall maintain the psychological evaluation report in the candidate's background investigation file; the report shall be available to POST during compliance inspections.

(4) Any additional information reported by the evaluator to the department shall be limited to that which is necessary and appropriate, such as the candidate's job-relevant functional limitations, reasonable accommodation requirements, and the nature and seriousness of the potential risks posed by the candidate. All information deemed medical in nature shall be maintained as a confidential record, separate from the background investigation file.

(5) Information from the psychological evaluation may be provided to others involved in the hiring process, if it is relevant to their respective determinations of candidate suitability.

(g) Second Opinions

(1) A candidate who is found psychologically unsuitable has the right to submit an independent evaluation for consideration before a final determination of disqualification is made [2 California Code of Regulations section 11071(b)(2)]. Consideration should include determining whether the second opinion evaluator meets the requirements set forth in Government Code section 1031(f) and Regulation 1955(b).

(2) When a candidate notifies the department that s/he is seeking an independent opinion, the department shall make available the peace officer duties, powers, demands, and working conditions and the requirements specified in Commission Regulation 1955. Other information, such as specific procedures or findings from the initial evaluation, may be shared with the second-opinion evaluator at the discretion of the department. The means for resolving discrepancies in evaluations is at the discretion of the department, consistent with local personnel policies and/or rules.

(Revised 4/01/2016)