



## Legislation Text

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**File #:** 30553, **Version:** 1

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### **Fiscal Note**

The estimated cost for 2013 is \$30,000 - \$40,000, and funding is not included in the 2013 operating budget. The Fire Department will generate savings to cover these costs or request additional funding in the year-end appropriation resolution.

Funding of about \$10,000 - \$20,000 will need to be included in the 2014 operating budget.

### **Title**

Approving a contract with Ergometrics & Applied Personnel Research, Inc for consultant services for the firefighter applicant process.

### **Body**

The consultant contract for the firefighter applicant process has expired and the names on firefighter hiring list will expire on December 31, 2013. The City requested proposals for a firefighter applicant hiring process (RFP#8264-0-2013/SK).

The Department established a panel which included members of the Police-Fire Commission to evaluate submitted proposals and the recommendation is to award the contract to Egrometrics & Applied Personnel Research, Inc. The estimated amount for the contractor to develop and assist in each process is \$50,000. The estimate for 2013 payments is in the range of \$30,000-\$40,000. Funding is not in the 2013 Operating budget, however, the Department hopes to generate savings to cover some or all of the cost. Any transfer or appropriation of funds can be addressed in the 2013 annual resolution submitted by Finance.

The contract term is July 1, 2013-June 30, 2014. The City may exercise up to four options of one-year extensions to the contract.

The Department must start the firefighter applicant process this year to have an eligibility list certified in 2014. The second SAFER Grant added eighteen fully funded positions to the Fire Department and a condition of the grant requires that any vacant position be filled within six months.

The City Attorney and Risk Manager have reviewed and approved contract language.

WHEREAS, the City wishes to meet the compliance requirement of the second SAFER Grant which requires filling vacancies in six months and that the Fire Chief has no firefighter eligibility list after December 31, 2013..

NOW, THEREFORE, BE IT RESOLVED, that the City approve contracting with Ergometrics & Applied Personnel Research, Inc.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are authorized to execute the contract.

BE IT STILL FURTHER RESOLVED, that any transfer or appropriation of funds will be included in the 2013 annual resolution submitted by the Finance Department.

BE IT STILL FINALLY RESOLVED, that funding will need to be included in the 2014 Fire Department operating budget to cover services to be provided the contractor in 2014.

