



- 8. In the event the project is terminated early, CPS HR will be paid such amount as is due for professional services performed and out-of-pocket expenses incurred up to and including the effective date of termination.
- 9. This SOW covers work requested and performed prior to the commencement of this SOW.

**EACH PARTY ACKNOWLEDGES THAT IT HAS READ THIS SOW, UNDERSTANDS IT, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS.**

**Cooperative Personnel Services dba  
CPS HR Consulting**

**Lexington-Fayette Urban County Government**

By:   
\_\_\_\_\_  
Authorized Signature

By: \_\_\_\_\_  
Authorized Signature

Name: Gerald Greenwell

Name: Jim Gray

Title: Chief Executive Officer

Title: Mayor



## Attachment A

### Scope of Services and Fees

Description for Sergeant Process (maximum of 30 candidates)	Price
Job Analysis Review	<i>Included</i>
Candidate Orientation Session	<i>Included</i>
Written Examination Development, Administration, and Scoring and Oversight of Appeals	\$7,000.00
Development and Administration of Assessment Center Process/ Assessor Recruitment and Training	\$17,000.00
Candidate Feedback Reports	<i>Included</i>
Candidate Feedback Sessions	\$150/candidate
Consultant Expenses (travel, hotel, meals, shipping, printing, etc.)	Not to exceed \$6,000.00
Assessor Expenses (travel, hotel, meals, etc.)	Not to exceed \$10,000.00
<b>MAXIMUM TOTAL FEES</b>	<b>\$44,500.00</b>

Description for Lieutenant Process (maximum of 15 candidates)	Price
Job Analysis Review	<i>Included</i>
Candidate Orientation Session	<i>Included</i>
Written Examination Development, Administration, and Scoring and Oversight of Appeals	\$7,000.00
Development and Administration of Assessment Center Process/ Assessor Recruitment and Training	\$15,250.00
Candidate Feedback Reports	<i>Included</i>
Candidate Feedback Sessions	\$150/candidate
Consultant Expenses (travel, hotel, meals, shipping, printing, etc.)	Not to exceed \$6,000.00
Assessor Expenses (travel, hotel, meals, etc.)	Not to exceed \$10,000.00
<b>MAXIMUM TOTAL FEES</b>	<b>\$40,500.00</b>

## ***Fee Assumptions***

- CPS HR will provide all printing and supplies, with the exception of pens, pencils, or other regular office essentials available from Client.
- Candidate orientation sessions will be held at Client facilities.
- Testing facilities and time of Client/Division personnel assisting in the development of the promotional process will be the responsibility of Client/the Division.
- CPS HR will assist Client and the Division in responding to questions and inquiries regarding the promotional processes at no cost. CPS HR will provide, without charge, four hours of consulting time in defense of the processes if they are legally challenged and/or litigated within six months of administration. Additional hours will be at a rate of \$275/hour, plus expenses. CPS HR will provide litigation support as requested by Client/the Division.
- Assessor expenses will be billed to Client at cost. These costs include assessor travel expenses (e.g., airfare, hotel, per diem) and assessor stipends, if applicable.
- CPS HR consultant expenses will be billed to Client at cost.