



www.ElevationLeadershipLLC.com
info@ElevationLeadershipLLC.com

Consulting Services Proposal

Overview

Elevation Leadership LLC, based in Versailles, KY, is pleased to offer consulting services to the Lexington-Fayette Urban County Government (LFUCG) in Lexington, KY.

Scope of Work

Chuck Mix, representing Elevation Leadership, will provide consulting services as co-chair of the Mayor's Vaccine Distribution Task Force. The services provided will include:

1. Organization of the task force team structure and recruitment of appropriate membership to accomplish the mission detailed in the task force charter.
2. Tracking and management of task force progress to the defined objectives.
3. Coordination of communication efforts with LFUCG departments, the Mayor's office, and the public
4. Leadership of the task force in defining processes and objective measurements.
5. Coordination between the workgroups to ensure the entire task force is kept informed of workgroup progress.
6. Participation in community updates on healthcare and specifically Covid-19 status calls.
7. Updates to the Mayor's office and LFUCG Council regularly.

Deliverables

1. Weekly status report to the Mayor's office on task force progress
2. Meeting minutes/notes as appropriate

Cost of Services

The cost of services for this initial engagement is \$29,000 plus travel and expenses (T&E). T&E will be invoiced for the actual cost of expenses if incurred.

Invoicing will be provided monthly and shall be payable net 15 days from the date of invoice. The fee will be billed as follows: \$9,000 in month 1 and \$4,000 each month for months 2 – 6.

Schedule

The period of performance for this initial engagement is December 28, 2020 to June 30, 2021.

Background

Chuck Mix, Founder, established Elevation Leadership to help business and government entities achieve success by leveraging Chuck's extensive background and experience as a coach and business executive. Chuck has been an entrepreneur and business leader for technical product and service companies for over 25 years, with roles in operations, sales, engineering, and executive management.

Chuck has a bachelor's degree in Engineering from Purdue University and an MBA from the University of Indianapolis.

Confidentiality

It is understood that to complete this scope of work, information may be shared that may be considered confidential. Every effort will be made to ensure this confidential information is not shared outside of the two parties involved in this study, without prior written consent. If additional clarification of this confidentiality statement is required, a mutual non-disclosure agreement can be provided as an addendum to this proposal.

Acceptance of Proposal

Accept the terms of this proposal by signing below.

LFUCG

Name: _____

Signature: _____

Title: _____

Date: _____

Elevation Leadership

Name: Chuck Mix

Signature: _____

Title: _____

Date: _____