




**M E M O R A N D U M**

**TO:** Linda Gorton, Mayor  
Sally Hamilton, Chief Administrative Officer  
Council Members

**FROM:**

  
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John Maxwell, Director  
Division of Human Resources

**DATE:** April 10, 2020

**SUBJECT:** Authorization for SOW – Fire Promotional Processes

**Request:**

We request authorization to initiate the attached Statement of Work (SOW) with CPS HR Consulting for Fire Lieutenant, Fire Captain and Fire Major promotional processes for the Lexington Division of Fire and Emergency Services.

**What is the cost in this budget year and future budget year?**

The cost is not to exceed \$142,500 and will be funded from the division's Professional Services/Fire account (1101-160502-1823-71299). Funds have been requested for the FY21 budget year.

**File Number:**

0389-20

**Director/Commissioner:**

John Maxwell/Sally Hamilton

If you have any questions, or additional information is warranted, please contact Alisha Lyle at (859) 258-3957.

