



Lexington-Fayette Urban County  
 Division of Police  
**MEMORANDUM**  
 Lexington, Kentucky

DATE OF ISSUE

January 4, 2022

EFFECTIVE DATE

NUMBER

BOA:22-001

<p>TO:          Lawrence Weathers          Chief of Police</p>	<p>SUBJECT:          Request for Legistar Submission-Interview Now</p>
<p>FROM:          Assistant Chief Eric Lowe          Bureau of Administration</p>	

Chief Weathers,

I request routing a Sole Source Contract with Interview Now through the Legistar process.

Interview Now is a software solution created by law enforcement to ease communications during the recruiting and hiring process. This unique software was inspired by Police Executive Research Foundation and the International Association of Chiefs of Police recommendations to assist agencies with providing immediate response to potential candidates in a format that they are comfortable with- text messages. The purchase would provide a local 10-digit number with a branded keyword to text, allowing immediate artificial intelligence response and directions to our website and application as well as timely follow-up by the recruiter(s). The recruiter will access all information through their dashboard, easily exporting data if needed. Mass texting of an applicant pool or certain candidates is available and applicants can text regarding frequently asked questions. This software could be utilized by those involved in the hiring process at any stage.

The Training Section has conducted an extensive search attempting to find a similar software solution from another vendor to obtain additional quotes but has been unable to find a comparable solution.

The required funds are available and future funds to support Interview Now will be requested to be included in a recruiting budget for next fiscal year. The annual cost of this software is \$9,000.

This agreement has received legal review by Attorney Sanner in the Department of Law.

Funding: 1101-505507-5571-75101

Due to our hiring process opening back up in early February we are requesting a double reading of this resolution.

Thank you,

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Assistant Chief Eric Lowe  
 Bureau of Administration

EL/sc

attachment