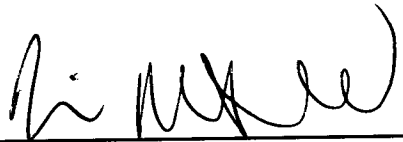


- 9. In the event the project is terminated early, CPS HR will be paid such amount as is due for professional services performed and out-of-pocket expenses incurred up to and including the effective date of termination.
- 10. This SOW covers work requested and performed prior to the commencement of this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

Name: **JIM GRAY**
Title: **Mayor**

Attachment A

Scope of Services and Fees

Fire Major	
Deliverable	Fee
Project Planning and Exam Plan Development	\$1,000
Written Examination Development and Final Scoring	\$5,000
Written Examination Administration, On-Site Preliminary Scoring, and Oversight of Appeals	\$2,000
Assessment Center Development & Administration (includes assessor recruitment)	\$21,000 (maximum)
1 – 10 candidates	\$16,000
11 – 20 candidates	\$17,250
21 – 30 candidates	\$18,500
31 – 40 candidates	\$19,750
41 – 50 candidates	\$21,000
Project Outcomes (i.e., scores, feedback, and final report)	\$2,000
Assessor Expenses (billed at cost)	\$10,280 (maximum)
1 – 10 candidates	\$7,200
11 – 20 candidates	\$7,970
21 – 30 candidates	\$8,740
31 – 40 candidates	\$9,510
41 – 50 candidates	\$10,280
TOTAL AMOUNT (NOT-TO-EXCEED)	\$33,200 – \$41,280

Fee Assumptions

CPS HR will provide all printing and supplies, with the exception of pens, pencils, or other regular office essentials available from Client.

- While CPS HR will partner with Client to secure facilities for administration and scoring, Client will ultimately be responsible for the procurement of those facilities.

- 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.
- Face-to-face debrief sessions will be provided, if requested, for an additional \$150/candidate.
- CPS HR will assist Client and the Division in responding to questions and inquiries regarding the promotional process at no cost. CPS HR will provide, without charge, four hours of consulting time in defense of the process if it is 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.
- Client will be responsible for providing videographer services, if required, for the assessment center.
- Assessor expenses will be billed to Client at cost. These costs includes assessor travel expenses (e.g., airfare, hotel, per diem) and assessor stipends, if applicable.
- CPS HR consultant expenses are included in the costs.
- If there is an Incident Command exercise, CPS HR recommends utilizing one of our trained consultants to act as Dispatch, responding units, and fire simulator operator. The cost for this option is \$400/day, plus expenses. We anticipate testing approximately 10 candidates/per day.
- A range was provided for the not-to-exceed total amount to reflect the cost differences based on candidate counts.