



City of Broken Arrow

Request for Action

File #: 19-240, Version: 1

Broken Arrow City Council

Meeting of: 04-02-2019

To: Mayor and City Council

From: Office of the Fire Chief

Title: Approval of and authorization to execute a Master Consulting Agreement between the City of Broken Arrow and Industrial/Organizational Solutions to provide Promotional Examinations for the Fire Department

Background:

The Fire Department routinely has vacancies due to attrition that must be filled through a promotional process. A standard and thorough selection process is necessary to identify competent candidates for the Fire Chief's selection. This year we anticipate retirements that would require additional promotional testing processes within the Fire Department.

To address the need for promotional testing, the Fire Department is requesting to renew the annual contract with Industrial Organizational Solutions (IO Solutions). Promotional Processes may include the ranks of Fire Lieutenant, Fire Captain, Major, Chief Officer, Training Officer, Investigator, and Fire Marshal.

A copy of the proposed contract is attached. Because the cost of the testing process is directly related to the number of candidates and whether the process involves an assessment center, the exact cost for any given exam cannot be known at this time.

The projected costs for any particular exam, will vary based upon the number of candidates, but are generally not expected to exceed \$25,000.00.

Cost: Estimated up to \$25,000

Funding Source: Fire Department - Suppression Division Operational Budget

Prepared By: Jeremy Moore, Fire Chief

**Reviewed By: Finance Department
Legal Department
Russell M. Gale, Assistant City Manager**

Approved By: Michael L. Spurgeon, City Manager

Attachments: **IO Solutions Contract**
Fee Schedule.pdf

Recommendation:

Approve the Agreement with Industrial/Organizational Solutions and authorize its execution.