



## Public Safety Committee

Meeting Date: November 28, 2023

Vendor Award – RFP 23-245 Consultant Services Promotional Assessment

---

<b>Department:</b>	Fire
<b>Presenter:</b>	Antonio Burden, Fire Chief/EMA Director
<b>Caption:</b>	Motion to approve entering into Contract with PAS Consulting Group, LLC to provide professional services in developing and administering promotional assessments for the ranks in the Augusta Fire Department and authorize the mayor to execute all necessary documents. The Contract will be for three years with two one-year renewals. (RFP 23-245)
<b>Background:</b>	Augusta Fire Department operates under a rank structure, and it is necessary to fill rank positions with qualified personnel. It is vital that the promotional process is performed to fill current openings and to establish a promotional list for future openings. Developing and administering promotional assessments of personnel by a third-party company eliminates any potential for biased or unfair testing or selection of candidates.
<b>Analysis:</b>	<p>The consultant company will develop and administer tests for the ranks of Suppression Captain, Suppression Lieutenant, and Suppression Firefighter Engineer (Sergeant) for the Fire Department. Contracting with a third-party to develop and administer the promotional process is the fairest way to test and select personnel to promote. The Contract will be for three years with two one-year renewals.</p> <p>The RFP was submitted following the Augusta Procurement Code. Three (3) vendors responded. The three companies were evaluated and made a presentation to the evaluation Committee. PAS Consulting Group received the highest score and is the recommended vendor to request award for the requested services.</p>
<b>Financial Impact:</b>	\$90,000
<b>Alternatives:</b>	None
<b>Recommendation:</b>	Approve the Motion to approve entering into Contract with PAS Consulting Group, LLC to provide professional services in developing and administering promotional assessments for the ranks in the Augusta Fire Department and authorize the mayor to execute all necessary documents. (RFP 23-245)
<b>Funds are available in the following accounts:</b>	The Fire Department Budget 274034110-5211110

**REVIEWED AND**  
**APPROVED BY:**

Lerone Beasley, Deputy Chief of Technical Services