



MEMO

HUMAN RESOURCES

To: Finance and Personnel Committee
From: Shanon Swaney, Human Resources Director
Date: November 20, 2023
Re: Safety Vendor Agreement 2024-2025

The City is currently utilizing Fox Valley Safety for safety services which includes safety training and compliance, safety audits and investigations, development of safety procedures, and safety consulting. The current annual fee for these services is \$29,772.

Staff would like to end services with Fox Valley Safety effective 12/31/2023 and enter into an agreement with MEUW for the management of the City safety program effective 01/01/2024.

A copy of the proposed 2024-2025 agreement with MEUW is attached for your review. MEUW would complete the same services currently being completed by FVS, but the City would gain an additional two days per month for a total of four on-site days per month with a safety consultant. Additionally, the City will see an overall savings of \$1,272 annually as the annual fee with MEUW would be \$28,500.

Staff seeks authorization from the Finance and Personnel Committee to enter into an agreement with MEUW for the management of the City Safety Program.