

May 12, 2021

**To:** Mayor and Members of City Council

**From:** Paula Boggs Muething, City Manager *CB F POM* 202101661

**Subject:** **Emergency Ordinance – Industrial/Organizational Solutions (I/OS)  
Moral Obligation**

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Attached is an Emergency Ordinance captioned:

**AUTHORIZING** a payment of \$19,556.14 from the Human Resources Department General Fund non-personnel operating budget account no. 050x121x1000x7289 as a moral obligation to Industrial/Organizational Solutions (“I/OS”) for payment of outstanding charges for legally- and contractually-required testing services for Police and Fire promotional exams for sworn personnel provided by I/OS prior to the execution of a professional services contract.

Approval of this Emergency Ordinance authorizes a payment of \$19,556.14 from the Human Resources Department's non-personnel operating budget account no. 050x121x1000x7289 as a moral obligation to Industrial/Organizational Solutions for payment of outstanding charges for legally and contractually required testing services for sworn Police and Fire promotional exams provided by the vendor prior to the execution of a professional services contract.

The previous contract with Industrial/Organizational Solutions (I/OS) expired in FY 2020. Due to COVID-19 and associated Temporary Emergency Leave (TEL) policies and the Early Retirement Incentive Program (ERIP), the Human Resources Department was not able to immediately execute a new contract. However, I/OS continued to provide legally and contractually required testing services for Police and Fire promotional exams.

While the Approved FY 2021 Budget Update did not include resources for promotional testing, sufficient resources are anticipated to be made available in the Final Adjustment Ordinance (FAO), which is slated for introduction to the City Council in May 2021.

The reason for the emergency is the immediate need for the City to provide I/OS with payment for its services in a timely manner.

The Administration recommends passage of this Emergency Ordinance.

cc: Christopher A. Bigham, Assistant City Manager  
Karen Alder, Finance Director

Attachment