

RESOLUTION 207 OF 2021

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON,
NEW YORK, AUTHORIZING A BUDGET TRANSFER IN THE AMOUNT OF
\$45,000.00 TO PROVIDE FUNDING FOR A TRAFFIC SAFETY CAMPAIGN
CONSULTANT**

Sponsored By: Finance/Audit Committee: Alderman Scott-
Childress, Tallerman, Davis, Hirsch, Schabot

WHEREAS, the Mayor has requested a budget transfer in the amount of \$45,000.00 to cover the expense of a Traffic Safety Campaign Consultant, and;

WHEREAS, the Finance/Audit Committee has received, reviewed, and approved this request.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF
THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:**

FROM:	A1.9999.19.5901	Fund Balance	\$45,000.00
TO:	A1.6990.14.5411	Grants Management Consultant	\$45,000.00

Submitted to the Mayor this ____ day of _____, 2021

Approved by the Mayor this ____ day of _____, 2021

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2021

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1 THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER AUTHORIZATION CLAIMS CONTINGENCY TRANSFER BUDGET MODIFICATION ZONING TRANSFER X BONDING REQUEST OTHER

DEPARTMENT: Mayor DATE: 10/4/2021

Description:

Consider approval of the following 2021 budgetary transfer to provide funding for a a Traffic Safety Campaign consultant:

To: A16990.14.5411 Grants Management Consultant \$45,000 From: A19999.19.5901 Fund Balance \$45,000

Estimated Financial Impact: \$45,000 Signature

Motion by Davis

Seconded by Schabot

Action Required:

SEQRA Decision: Type I Action Type II Action Unlisted Action

Negative Declaration of Environmental Significance:

Conditioned Negative Declaration:

Seek Lead Agency Status:

Positive Declaration of Environmental Significance:

Table with 3 columns: Committee Vote, YES, NO. Rows include Reynolds Scott Childress, Don Tallerman, Anthony Davis, Michele Hirsch, and Steven Schabot.

SPECIAL FINANCE/AUDIT COMMITTEE MEETING

VIRTUAL

MONDAY, OCTOBER 4, 2021 6:30 pm

- 1.- Traffic Safety Campaign Consultant- Mayor Noble
- 2.- Fire Department MOA- Mayor Noble

RESOLUTION 114 of 2021

RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, FOR TRANSFER OF FUNDS INTO GRANTS MANAGEMENT FOR A TRAFFIC SAFETY CAMPAIGN CONSULTANT

Sponsored By: Finance/Audit Committee: Alderman: Scott-Childress, Tallerman, Davis, Hirsch, Schabot,

WHEREAS, a request has been made for a transfer of funds into the Grants Management account for a Traffic Safety Campaign Consultant.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK AS FOLLOWS:

SECTION 1. That the Common Council authorizes the sum of \$ 35,000.00 be transferred into the Grants Management account for a consultant for a Traffic Safety Campaign Consultant as follows:

From: Contingency	A1-1990.14.5404	\$
To: Grants Management Consultant	A1-6990-11.5411	\$

SECTION 2. This resolution shall take effect immediately.

Submitted to the Mayor this ____ day of _____, 2021

Approved by the Mayor this ____ day of _____, 2021

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2021

DID NOT PASS

CITY OF KINGSTON, NEW YORK, COMMON COUNCIL
HONORABLE ANDREA SHAUT, PRESIDENT

01/01/2020-12/31/2021

COMMITTEE: _____

DATE: June 1, 2021

RESOLUTION TITLE *Resolution #114 2021 Transfer of funds into Grants Management
for a Traffic Safety Campaign Consultant*

OFFERED BY: ALDERMAN _____
SECONDED BY: ALDERMAN _____

ALDERMAN	YES	NO	ABSENT	REASON
1. JEFFREY VENTURA MORELL (D)		✓		
2. DOUGLAS KOOP (D)	✓			
3. REYNOLDS SCOTT-CHILDRESS (D)	✓			
4. RITA WORTHINGTON (D)		✓		
5. DONALD TALLERMAN (D)	✓			
6. TONY DAVIS (D)		✓		
7. PATRICK O'REILLY (D)		✓		
8. STEVEN SCHABOT (D)	✓			
9. MICHELE HIRSCH (D)		✓		

TOTALS

CARRIED _____ DEFEATED 5-4

ELISA TINTI
CITY CLERK

Higgins, Janet

From: Wilson, Kristen
Sent: Thursday, May 27, 2021 8:23 PM
To: Higgins, Janet; Tinti, Elisa
Subject: RE: Resolutions
Attachments: Traffic Safety Campaign Request Committee_Report-Finance Committee 2021.....docx

Hi Janet,

Here is the original committee report I had sent them in February. I don't know if they will fund it at \$35,000 or at a different level or at all. So maybe you want to prepare a committee report and resolution with a fill in the blank for the number so you have it ready for the Council meeting right after?

Kristen

From: Higgins, Janet
Sent: Thursday, May 27, 2021 4:09 PM
To: Wilson, Kristen
Subject: Resolutions

Kristen:

Are you going to prepare resolution for the Traffic Safety Campaign – also I have not seen the Committee Report for it -

Can I have the Committee report by tomorrow?

Janet

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**Steven T. Noble
Mayor**

REQUEST FOR PROPOSALS

Traffic Safety Campaign Marketing Consultant

Steven T. Noble
Kristen Wilson

Mayor of the City of Kingston
Director of Grants Management

RFPK21-11 Release Date: Friday, May 14, 2021
Proposals Due: Tuesday, June 1 at 11 a.m.

The City of Kingston, NY ("City") is pleased to issue this request for proposals (RFP) from qualified independent firms to provide marketing, outreach planning, and graphic design services for the creation of a Traffic Safety Community Outreach Campaign. You are invited to submit a proposal in accordance with the terms outlined in this RFP.

Upon the receipt of proposals, the Office of Grants Management will request funding from the City's Common Council for the project.

REQUEST FOR PROPOSAL DEFINITION:

An RFP defines the situation or object for which the goods and or services are required, how they are expected to be used and/or problems that they are expected to be addressed. Vendors are invited to propose solutions that will result in the satisfaction of the City's objectives in a cost-effective manner. The proposed solutions are evaluated against a predetermined set of criteria of which price may not be the primary consideration.

RFP/Project Contact Person:

Kristen Wilson
Director of Grants Management
City of Kingston
City Hall, 420 Broadway
Kingston, NY 12401

Telephone: (845) 334-3962 **Email:** kwilson@kingston-ny.gov

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RECEIPT CONFIRMATION FORM

PLEASE COMPLETE AND RETURN THIS CONFIRMATION FORM WITHIN 5 WORKING DAYS OF RECEIVING THIS RFP SPECIFICATION TO:

Kristen Wilson
Director of Grants Management
City of Kingston
City Hall, 420 Broadway
Kingston, NY 12401

Telephone: (845)334-3962
Email: kwilson@kingston-ny.gov

Failure to return this form may result in no further communication or addenda regarding this RFP.

Company Name/Contact Person: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____ EXT: _____ Fax: _____

Email: _____

I have received a copy of the above noted RFP Specification. Mark one choice below.

We plan to submit a PROPOSAL.

We DO NOT plan to submit a PROPOSAL (please indicate reason below).

Signature: _____

Title: _____

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SCHEDULE OF PERTINENT DATES

Listed below are specific and estimated dates and times of actions related to this RFP. In the event it is necessary to change the return date, the City will issue a supplemental addendum.

Dates	Task
May 13, 2021	RFP advertised
May 25, 2021	Last day to submit written inquiries
May 27, 2021	Addendum issued if any questions
June 1, 2021 11 a.m.	Due Date for Proposals
Week of June 1, 2021	Selection Committee evaluates proposals
Week of June 7, 2021	Possible Interviews
June 11, 2021	Notice of Intent to Award
June 18, 2021	Contract Start Date
July 21 – June 25, 2021	Meeting with City Staff
July 9, 2021	Campaign Plan Due
July 9 – July 30, 2021	Product Development
August, 2021	Campaign Messaging Begins
August – November 2021	Campaign Schedule Execution
December 15, 2021	Contract End Date

BACKGROUND

Kingston is an historic community of just over 23,000 people in the heart of Ulster County, NY. It is situated on the west bank of the Hudson River between the Rondout and Esopus Creeks. The City was New York State's first capital in 1777, and today is the County Seat.

Several transportation projects are under construction in Kingston in 2021, and major changes to the travel patterns on the roadways will be implemented by the end of the construction season in November 2021. Community members and elected officials have expressed the need to educate the public regarding traffic safety in general and within the context of these new projects. The City would like to develop a traffic safety campaign brand and initial products specifically targeted to audiences about the new infrastructure to reduce crashes that can be associated with a 6-month adoption period for new travel patterns. The City explored how other cities have developed a campaign such as Capital Coexist in Albany or Vision Zero in New York City, and we would like to develop something similar that could become the City's brand for safety for years to come.

The new projects being constructed in 2021 are the I-587 Roundabout by NYSDOT, the Broadway Streetscape Project, the Broadway Grand Intersection Improvement Project, and the Pedestrian Safety Action Plan Project. Other construction projects that were recently completed include the removal of traffic signals at various intersections in Kingston, the Empire State Trail, and the Hurley Ave. Complete Streets Project. Links to more information about these projects can be located here: <https://www.kingston-ny.gov/grants> and here: engagekingston.com.

A Traffic Safety Community Outreach Campaign for the City of Kingston is now needed to:

- Raise awareness within the traveling public of traffic laws and practices that ensure the safety of everyone
- Raise awareness of recent traffic pattern and road design changes in the Kingston

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- Educate people how to properly use the new infrastructure
- Educate citizens on the benefits of the new infrastructure
- Inspire behavior change in the traveling public that will result in a safer road environment and fewer or less severe crashes, especially during the adoption period of new street patterns.

PROJECT DESCRIPTION

The City's Office of Grants Management seeks a qualified Marketing Consultant to produce a marketing campaign targeted towards vehicle drivers, bicyclists, pedestrians, other non-motorized travelers, elected officials, and emergency service providers. The campaign plan should be based on proven methodologies and research recommendations for producing effective traffic safety campaigns. It should be well-designed – based on local data and needs, based on an understanding of why people are engaging in dangerous behaviors, and utilize messages that will reach and resonate with the target audience. The campaign plan will include messaging, content format, design elements, delivery methods and products, and a schedule for execution. The scope of work outlined has been developed as a general approach to achieve the final campaign objective(s). **Proposers are encouraged to develop an innovative approach consistent with the objectives of the campaign that will establish an equivalent or better final project result.**

The City has developed some ideas for the campaign at a brainstorm level that may be informative for the development of the campaign plan. The City can also provide traffic data for the entire City and for the streets that are being re-constructed.

The City proposes that the Consultant will be responsible for producing:

- 2) A Marketing Campaign Plan
- 3) Branding for the Campaign
- 4) Copywriting
- 5) PSA/Radio Spot Production
- 6) Video Production
- 7) Direct Mail Production
- 8) Adspend

More details for a potential scope are described below.

WORK REQUIRED

The successful Consultant will provide Marketing Services for elements that will include but not be limited to:

- Compliance with the applicable provisions of General Municipal Law;
- Coordination of participation and solicitation of comments from City of Kingston personnel;
- Ensuring that comments received from the City are satisfactorily addressed and reflected in subsequent work;
- Ensuring the campaign are achieved;
- Being responsible for submission of all products and payment requests

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SAMPLE SCOPE OF WORK

Again, proposers are encouraged to develop an innovative approach consistent with the objectives of the campaign that will establish an equivalent or better final project result.

Task 1: Produce a Marketing Campaign Plan

The Consultant will meet with appropriate staff from the Grants Management, Engineering, Planning, Health & Wellness, Police and DPW and any other department whose work impacts City transportation and traffic safety. Also, Ulster County Transportation Council staff and community members representing organizations with a stake in transportation safety may attend. The purpose of the meeting will be to review past notes and ideas developed for the traffic safety campaign and develop a base understanding for the needs of the community to be met by this campaign. The Consultant will then develop a campaign plan to include messages, content, graphics, products, and a schedule for execution.

Product(s): Written Meeting Minutes; Campaign Plan

Task 2: Brand/Logo Development

The Consultant will produce brand to include a logo and style guide for the campaign. The brand may include graphics to be used by the City and its partners for distribution through existing online newsletters already produced by the City and its partners, social media, Powerpoint presentations, a page on the EngageKingston.com website, and via flyers and an advertisement on the UCAT bus. Graphics will be produced in both English and Spanish. The City suggests the following products as a minimum, but is open to other ideas/products in accordance with the campaign plan.

- 5 Graphics for Social Media
- 1 Powerpoint Template
- 1 for Postcard Direct Mailer
- 1 Graphic Flyer
- 1 Youth Handout (Coloring Page or Activity for Community Events)

The Ulster County Transportation Council has secured funding to work with a local vendor to design graphics and produce advertisements on the UCAT buses, but they will need the City campaign brand log and style guide for graphics production.

Product: Branding to include logo and a style guide

Task 3: Copywriting

The Consultant will produce copy for the campaign in English and Spanish. Spanish translations should be provided by a native speaker/translator not google translate. The copy will be used in newsletters, social media, on the City and partner websites, in presentations, and via email messages. The City anticipates needing the following copy as a minimum.

Campaign Title and Subtitle

Newsletter Article (300 words)

Press Release (1 page, single-spaced)

Radio PSA Scripts (15 seconds, 30 seconds)

Website Description (300 words for use on EngageKingston.com & City of Kingston main website)

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Instructional Video Scripts (3 videos, 1 to 2 minutes each)

Direct Mail Piece (post card)

Flyer (300 words)

Ad copy (TBD)

Product: Copywriting deliverables that are in line with the campaign plan

Task 4: EngageKingston.com Webpage

The City will create a homepage for the campaign on Engagekingston.com utilizing graphics and copy produced in the above task. The homepage will include graphics and links to informational websites and videos that relate to road safety specific to road projects currently under construction. The webpage copy will be translated into Spanish by the google translate function that is already built into the software.

Products from Consultant: Copy, Graphics, and Layout for Webpage

Task 5: PSA/Radio Spot Production

The Consultant will coordinate with local radio and television stations to produce PSAs that will air during peak traveling times and target drivers in the Kingston area. Potential radio and television stations include Radio Kingston, 98.1, 92.9, WAMC, and Spectrum Local News. The Consultant will produce the script for the PSA/radio spots, determine the appropriate deliverer of the message, and propose the frequency of radio spots in order to meet the campaign objectives.

Products: Radio Spots

Task 6: Video Production

The Consultant will produce 3 videos that last 1 to 2 minutes. Two will be targeted towards bicyclists and drivers on how to use the new bicycle infrastructure. Another could be a PSA/trailer-like video for the Broadway Project and safety that will be played at the beginning of City public meetings during the month before the Broadway Streetscape opens.

Products: 3 1-2 minute videos

Task 7: Direct Mail Production

The vendor will produce and mail one postcard direct mailer that will go out to 20,000 households in the City of Kingston.

Products: Direct Mailer to 20,000 residents

Task 8: Adspend

The vendor will produce a schedule for advertising via social media and other platforms in order to reach the target audience and provide a quote for advertising costs.

Products: Advertising Schedule, # of Ads, and #s of Target Audience Reached

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SUBMISSION REQUIREMENTS

All respondents to this RFP are required to submit detailed information as set forth below. Responses that do not materially conform to this outline will not be considered. Additional material and information, as deemed appropriate by the respondent, may be included in the submission package.

RFP submissions must be in a sealed envelope addressed to:

Kristen Wilson
Director of Grants Management
City of Kingston
City Hall - 420 Broadway
Kingston, NY 12401

On the face of the envelope, please include:

- 1) Name and Address of Respondent
- 2) RFP Number & Name: **RFPK21-11 Traffic Safety Campaign Marketing Consultant**

Additional Requirements/Submission Information:

- Due to Covid-19 restrictions, respondents who plan to deliver their proposals on the deadline date may leave them with the City Hall receptionist between 10am and 2pm.
- Send one electronic copy (thumb drive) of the **Project Proposal**. This thumb drive should include separate files each for the proposal and the forms that are required to be completed and returned with the proposal. These include the Information Sheet and Affidavit of Non-Collusion that are found at the end of this RFP. Paper copies are not necessary.
- Send one electronic copy of the **Fee Proposal** on a second thumb drive in a sealed envelope appropriately marked. Paper copies are not necessary.
- Responses are due and must be received no later than **Tuesday, June 1st 2021 at 11 am**. Late responses will not be accepted after the due date and time. It is recommended that proposals be submitted in advance, at least one business day prior to the specified date and time to allow for timely receipt.
- Document should be printable on standard 8.5" x 11" paper. It is not necessary to include paper copies.
- Pages should be paginated.
- Illustrations may be included.
- The response will be evaluated on the basis of its content, not length.
- The City of Kingston will not be liable for any costs incurred by respondents in the preparation of responses or for any work performed in connection therein.

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PROPOSAL CONTENT

The proposal should include the following information in the order specified:

- A. **Project Statement:** A Project narrative that describes the Respondent's understanding of the City's needs and the unique value the Respondent will bring to the process. It should include a description of the Respondent's approach to planning, organization, and management.
- B. **Description of Services:** Methodology the Respondent will use to perform the services required in this RFP. The proposal should address, in detail, the tasks as described in the Scope of Work.
- C. **Respondent's Qualifications:** Information about the Respondent and its qualifications for this Project. Include information about prior engagements similar to that being solicited herein by the City. Documented evidence of the Respondent's capacity to perform the work including references, contact names, and phone numbers.
- D. **Project Personnel:** The name and resume of the Respondent's lead person for the Project. Names, resumes, and roles of all staff who will be involved in the Project, including a description of the experience of each employee who has worked on similar projects. Provide data on the diversity of Respondent's overall workforce, including total number of employees, and percentages of minorities and females employed.
- E. **Sub-contractors:** Names, resumes, and roles of sub-contractors, associates, or any non-employees who will be involved in the Project.
- F. **Project Timeline:** A Gantt chart schedule showing the Consultant's proposed timeframes for completing the tasks defined in the Scope of Work.
- G. **Fee Proposal:** An itemized budget including all costs associated with each of the tasks identified in the Scope of Work. It should include staff hours, stating the name and title of each individual assigned to the project, their hourly rate, and the estimated hours each individual will work on the project. The same information should be included for subcontracts. Administrative costs for printing, postage, next-day mail, photocopying, telephone, printing, and other reimbursable expenses must be detailed. Travel expenses must be estimated and conform to guidelines adopted by the Municipality. Include a not-to-exceed estimate for completing the work described in the RFP. The Fee Proposal must be in a separate, sealed envelope, appropriately identified on its face.
- H. **Kingston Presence:** Information about Respondent's presence in the City of Kingston and/or any collaborative relationships with local firms that are to be formed for this Project.
- I. **References:** Provide a minimum of three references for similar projects with similar scopes and methodologies. Sample reports from previous projects would be helpful. Include a contact name, address, phone, description of the project, the names of the employees or sub-consultants who worked on the project, and methodology used.

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Submittal Checklist

Submissions should include:

- 1) One electronic copy of the Project Proposal on a first thumb drive;
- 2) Send one electronic copy of the Fee Proposal on a second thumb drive;
- 3) Completed Affidavit of Non-Collusion found at the end of this RFP on first thumb drive;
- 4) Completed Information Sheet found at the end of this RFP on first thumb drive

Restrictions

- 1) For environmental reasons and to reduce staff time to dispose of products after the review, proposals in plastic sleeves or plastic spiral binders will NOT be accepted.
- 2) Proposal submitted via fax or email will NOT be accepted.
- 3) Submissions received after the scheduled time and date will NOT be accepted.

Consultant Selection

- 1) The City of Kingston will only consider proposals that meet satisfactory levels of the above criteria.
- 2) Incomplete proposals that do not address all of the requested components will not be accepted for review and consideration.
- 3) The City is not required to accept the proposal that includes the lowest fee offer.
- 4) In consultation with the Grantor, the City will review all proposals received as a result of the RFP.
- 5) Based on the reviews of the Consultant proposals, the City will prepare a list of the top-ranked candidates. The City may organize and conduct interviews of the top-ranked candidate Consultants.
- 6) The Consultant will be selected by the City subject to approval of funding by the Common Council.

QUALIFICATION OF SELECTED RESPONDENT

The selected firm will have extensive experience and comprehensive technical skills and work collaboratively with the City to implement the project.

EVALUATION CRITERIA

Only those proposals that contain complete information and required certifications will be considered. All proposals will be evaluated and examined by a committee of City of Kingston representatives using multiple criteria. The project will be awarded to a qualified respondent that, based on the committee's evaluation, submits the proposal that best meets the City's needs.

Proposals will be evaluated in accordance with applicable City of Kingston procurement policies and procedures. Evaluation will be performed to determine each proposer's understanding of work to be performed, technical approach, and potential for completing the work as specified in the RFP components, cost reasonableness, the probable cost to the City and ranking with competing proposers.

The Selection Committee will choose the Consultant based upon an evaluation of proposals using the following criteria:

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- Proposer understanding of the work to be done (20%);
- Prior experience of the firm on projects of this type and scope (20%);
- Prior experience and expertise of the personnel to be assigned to this Project (20%);
- Proposer's ability to meet the project schedule (20%); and
- Cost factors (20%)

METHOD OF AWARD

It is the intention of the City that the award of this project will be made to the respondent whose total proposal, in the opinion of the City of Kingston, best meets the established criteria listed herein. All aspects of evaluation will be taken into consideration in awarding the project.

It is understood by the parties that the contract resulting from this RFP will be executed only to the extent of the monies available to the City of Kingston.

A notice of award will not be binding upon the City until the contract has been fully executed by both parties.

CONTRACT PERIOD

The award term will commence on or about **June 18, 2021**.

The successful respondent will execute a contract with the City of Kingston in substantial conformance with this RFP and the City of Kingston AGREEMENT FOR PROFESSIONAL SERVICES.

INQUIRIES

All questions pertaining to this RFP are required to be made in writing no later than **May 25, 2021** and must be submitted using the questionnaire form included within this specification. All questions must be emailed to Kristen Wilson at kwilson@kingston-ny.gov. Respondents with a question directly related to this specification are required to cite the particular page and number, section, and paragraph to which the inquiry refers.

All substantive questions received by the above mentioned deadline will receive a response in the form of an addendum issued no later than **May 27, 2021**.

The addendum will be sent to all respondents who have sent the receipt confirmation form for the RFP. Only an addendum from the City of Kingston will be considered official. Respondents are advised that the City of Kingston cannot ensure a response to any inquiries received after the due date for question submissions.

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DEFINITIONS

Respondent: The term "respondent" means any firm or individual submitting a response for the services listed in this RFP.

Response: The term "response" means the material submitted by a "respondent" in reply to this Request for Proposals.

TERMS AND CONDITIONS

Instructions to Respondents: All submissions must be in accordance with this Request for Proposals.

RFP Information: The information provided for respondents is for informational purposes only. It may not be relied upon and does not constitute a representation or warranty by the City of Kingston, its representatives, employees, officers, agents, or consultants that the information contained therein is accurate or complete. No legal commitment, obligation or liability of the City of Kingston or its representatives, employees, officers, agents or consultants will arise by use of, or the information relating to, any of these materials.

Revisions, Interpretations or Corrections: Revisions, interpretations or corrections of specifications made by the City of Kingston will be by addendum issued before the date set forth for the submission of responses to this RFP. Interpretations, corrections or changes made in any other manner will not be binding, and respondents will not rely upon such revisions, interpretations, corrections or changes.

Conflict of Interest: The City of Kingston's employees and the immediate family of City of Kingston employees are not permitted to submit a response to this RFP. Furthermore, no official or employee of the City of Kingston will have any personal interest, direct or indirect, in this transaction, nor will any such elected or appointed official, department head, agent or employee having such an interest participate in any decision, meeting, or evaluation or exert any opinion or influence relating to this transaction that affects his or her personal interests or the interests of any person or entity in which he or she is directly or indirectly interested.

RFP Award Acceptance: The City of Kingston reserves the right at all times to accept or reject in their sole discretion, any or all responses and to waive any defects or technicalities or advertise for new RFP responses where the acceptance, rejection, waiving or advertising of such would be in the best interest of the City of Kingston. The RFP process may be terminated or modified without notice at any time.

Notice of Acceptance or Rejection: Notice by the City of Kingston regarding either acceptance or rejection of a response to this RFP will be deemed to have been sufficiently given when mailed to the respondent, or his or her duly authorized representative, at the address indicated in the cover letter accompanying respondent's submission of a response to this RFP.

Postponement or Cancellation: The City of Kingston reserves the right to postpone or cancel this RFP, or reject all responses, if in its judgment it deems it to be in the best interest of the City to do so.

In the event of a postponement or cancellation of this RFP, the City of Kingston will not be liable for any costs incurred by the respondent in the preparation of their response or for any work performed in connection therein.

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INTERVIEWS

If the Evaluation Committee determines necessary, interviews may be scheduled with selected respondents as soon as possible after the initial evaluation. This will permit further evaluation and allow the Evaluation Committee to inquire further into the experience the respondent has had on similar projects, willingness and ability to work closely with City of Kingston staff and others, understanding of the various aspects of the requirements, ability to maintain a schedule and complete the services on time, and other matters deemed pertinent.

ALTERNATE PROPOSALS

The City of Kingston reserves the right to consider alternatives that are submitted by Respondents and that provide enhancements beyond the RFP requirements. Proposal alternatives may be considered if deemed to be in the best interest of the City. Respondents will clearly identify and explain in detail where such alternatives deviate from, or qualify the terms of, the proposal and specifications as issued.

COMPLIANCE WITH LAWS, LICENSES AND PERMITS

The Respondent(s) agree that they will fully comply with all applicable Federal, State and City policies, procedures, standards and laws, rules and regulations.

PERSONNEL IDENTIFICATION

All personnel must carry on their person photo identification (e.g. employee identification badge, valid driver's license, etc.) while on City of Kingston property, and must promptly show such identification when requested to do so by any City employee. Representatives of the City reserve the right to reject and bar from the facility, for good and sufficient reason, in the sole discretion of the City, any employee hired by the Contractor.

INSURANCE

The successful proposer will agree to indemnify and hold the City of Kingston, its Legislators, Officers, and Employees harmless against all loss, cost, or damage, on account of injury to person or damage to property as a result of any action or inaction of the successful proposer or its representatives or agents or subcontractors in performance of this contract and against all fines, penalties or any other losses which the City will be obliged to pay or incur in connection with the performance of the work under the contract.

In addition, the successful Respondent will procure and maintain at his/her own expense and without expense to the City, insurance for liability for damages imposed by law, of the kinds and amounts hereinafter provided, in insurance companies authorized to do business in the State of New York covering all operations under the contract whether performed by the successful Professional or his/her subcontractors. Before the inception of this contract, the successful Professional will furnish to the City a Certificate of Insurance form(s) satisfactory to the City exhibiting compliance with this paragraph and providing that the policies will not be changed or canceled until thirty (30) days written notice has been given to the City. The types and limits of insurance will be as follows:

- a) Workers Compensation as required by Law (submit Form C-105.2)

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- b) Disability Benefits as required by Law (submit Form DB-120.1)
- c) Bodily Injury Liability \$1,000,000.00 each occurrence
 \$2,000,000.00 aggregate
- d) Property Damage Liability \$1,000,000.00 each occurrence
 \$2,000,000.00 aggregate
- e) Automobile Liability \$1,000,000.00 single limit
- f) Professional Liability \$1,000,000.00 (identified as a claim made or an occurrence policy)

DISQUALIFICATION

The City reserves the right to refuse to issue an award to respondents that fail to comply with any pre-qualification regulations of the City, if any such regulations or requirements are cited, or otherwise included in the Request for Proposal.

Proposals received from respondents who have previously failed to complete contracts within the time required, or who have previously performed similar work in an unsatisfactory manner, may be rejected. A proposal may be rejected if the respondent cannot show that it has the necessary ability, resources, and qualified employees to commence the work at the time prescribed and thereafter to perform and complete the work at the rate or within the time specified. A proposal may be rejected if the respondent is already obligated for the performance of other work that would delay the commencement, performance, or completion of the work described in this RFP.

PAYMENT PROCESSING

The Consultant will invoice the City monthly. Each invoice will be prepared in such form and supported by such documentation as the City may reasonably require. Payments cannot be processed by the City until an invoice referring to the Contract Number is mailed to the proper departmental address. The City will pay the proper amounts due the vendor within sixty (60) days of receipt by the City of the vendor's invoice with the requested supporting documentation and approval of the vendor's invoice by the Department Head and the City Comptroller.

FREEDOM OF INFORMATION

The Respondent agrees to comply with the Freedom of Information Law (FOIL) and such rules and regulations as the City and the State may from time to time make, including, but not limited to, such rules as may be devised governing access to public documents pursuant to Article 6 of the Public Officers Law, popularly known as the Freedom of Information Law.

Proposals submitted in response to this RFP will be considered public documents and, with limited exceptions, all proposals, including proposals that are recommended for award, will be available for inspection and copying by the public.

All RFP submission materials become the property of the City of Kingston. Proposal submission material will generally be made available for inspection and copying by interested parties upon written request, except when exempted from disclosure under the New York State Freedom of Information Law. The City of Kingston is subject to the New York State Freedom of Information Law, which governs the process for the public disclosure of certain records maintained by the City of Kingston. Individuals or firms that submit proposals to the City of Kingston may request that the City except all or part of such a proposal

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from public disclosure, on the grounds that the proposal contains trade secrets, proprietary information, or that the information, if disclosed, would cause substantial injury to the competitive position of the individual or firm submitting the information. Such exception may extend to information contained in the request itself, if public disclosure would defeat the purpose for which the exception is sought. The request for exception must be in writing and state, in detail, the specific reasons for the requested exception. It also must specify the proposal or portions thereof for which the exception is requested. If the City of Kingston grants the request for exception from disclosure, the City will keep such proposal or portions thereof in secure facilities.

AFFIDAVIT OF NON-COLLUSION

The completion AND submission of the Affidavit of Non-Collusion, which is included with this RFP and is required with the submittal, certifies that the prices in the submitted proposal have been arrived at independently without collusion, consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other respondent or competitor.

SUSPENSION AND DEBARMENT

By submitting a proposal in response to this RFP, each respondent warrants that neither it nor any of its officers, employees, subcontractors, or agents is excluded or in any other manner barred from doing business with any federal, state, or local agency, municipality, or department. Any misrepresentation or false statement related to a respondent's status in this regard will result in rejection of such respondent's submission.

In addition, if the successful respondent or any of its officers, employees, subcontractors, or agents become excluded or barred in any manner from doing business with any federal, state, or local agency, municipality, or department, during the period in which goods and/or services are provided pursuant to this RFP, the successful respondent agrees to immediately notify the City's Corporation Counsel of such status. Any misrepresentation or false statement related to the successful respondent's status in this regard, or any failure by the successful respondent to immediately notify the City's Corporation Counsel of any change in such status, will result in immediate termination of the City's business relationship with the successful respondent in addition to such other remedies as may be provided by law, in equity, pursuant to the terms and conditions of this RFP document, or the conditions of the contract, if any, resulting from this RFP.

IMPLIED REQUIREMENTS

Products and services which are not specifically requested in this RFP, but which are necessary to provide a complete program/project as described herein, will be included in the submitted proposal.

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QUESTIONS FORM

Please submit all questions pertaining to this RFP in writing no later than **May 25, 2021**. Please use this form and email questions to Kristen Wilson at kwilson@kingston-ny.gov. All substantive questions will be responded to in the form of an addendum no later than **May 27, 2021**.

Date: _____

Company Name: _____

Contact Name: _____

Telephone Number: _____ **Fax:** _____

E-mail: _____

Questions:

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PLEASE RETURN THE FOLLOWING SHEETS
WITH YOUR PROPOSAL

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INFORMATION SHEET

NAME OF RESPONDENT: _____

ADDRESS: _____

TYPE OF ENTITY: Corp. _____ Partnership _____ Individual _____ LLC _____

If a non-publicly owned Corporation:

NAME OF CORPORATION: _____

Principal Stockholders (holding over 5% of outstanding shares): _____

OFFICERS: _____

LIST DIRECTORS: _____

DATE OF ORGANIZATION: _____

If a partnership:

PARTNERS: _____

NAME OF PARTNERSHIP: _____

DATE OF ORGANIZATION: _____

** If the business is conducted under an assumed name, a copy of the certificate required to be filed under the New York General Business Law must be attached.*

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AFFIDAVIT OF NON-COLLUSION

NAME OF RESPONDENT: _____

BUSINESS ADDRESS: _____

I hereby attest that I am the person responsible within my firm for the final decision as to the prices(s) and amount of this proposal or, if not, that I have written authorization, enclosed herewith, from that person to make the statements set out below on his or her behalf and on behalf of my firm.

I further attest that:

1. The price(s) and amount of this proposal have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition with any other contractor, respondent or potential respondent.
2. Neither the price(s), nor the amount of this proposal, have been disclosed to any other firm or person who is a respondent or potential respondent on this project, and will not be so disclosed prior to proposal opening.
3. No attempt has been made or will be made to solicit, cause or induce any firm or person to refrain from responding to this RFP, or to submit a proposal higher than the proposal of this firm, or any intentionally high or non-competitive proposal or other form of complementary proposal.
4. The proposal of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from any firm or person to submit a complementary proposal.
5. My firm has not offered or entered into a subcontract or agreement regarding the purchase of materials or services from any other firm or person, or offered, promised or paid cash or anything of value to any firm or person, whether in connection with this or any other project, in consideration for an agreement or promise by an firm or person to refrain from responding to this RFP or to submit a complementary proposal on this project.
6. My firm has not accepted or been promised any subcontract or agreement regarding the sale of materials or services to any firm or person, and has not been promised or paid cash or anything of value by any firm or person, whether in connection with this or any project, in consideration for my firm's submitting a complementary proposal, or agreeing to do so, on this project.
7. I have made a diligent inquiry of all members, officers, employees, and agents of my firm with responsibilities relating to the preparation, approval or submission of my firm's proposal on this project and have been advised by each of them that he or she has not participated in any communication, consultation, discussion, agreement, collusion, act or other conduct inconsistent with any of the statements and representations made in this affidavit.

8. By submission of this proposal, I certify that I have read, am familiar with, and will comply with any and all segments of these specifications.

The person signing this proposal, under the penalties of perjury, affirms the truth thereof.

Signature & Company Position

Print Name & Company Position

Company Name

Date Signed _____ Federal ID _____

RESOLUTION 208 of 2021

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON,
NEW YORK, APPROVING THE MOA BETWEEN THE CITY OF KINGSTON
AND THE KPFFA, LOCAL 461, COVERING THE FIVE YEAR PERIOD
JANUARY 1, 2020 TO DECEMBER 31, 2024**

Sponsored By: Finance/Audit Committee: Alderman: Scott-Childress, Davis, Hirsch, Schabot,

WHEREAS, the Common Council of the City of Kingston has received a Memorandum of Agreement for a five (5) year contract covering the period January 1, 2020 to December 31, 2024, between the KPFFA, Local 461, and the City of Kingston; and

WHEREAS, the Finance and Audit Committee has received, reviewed and approved this request.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK AS FOLLOWS:

SECTION 1. That the Common Council of the City of Kingston, New York, approves the attached Memorandum of Agreement between the City of Kingston and the KPFFA, Local 461, covering the five (5) year period January 1, 2020 to December 31, 2024.

SECTION 2. That the Common Council of the City of Kingston, New York, authorizes the Mayor to execute any and all contracts related to the MOA and incorporating such changes into the City's Collective Bargaining Agreement with the KPFFA, Local 461.

SECTION 3. This resolution shall take effect immediately.

Submitted to the Mayor this ____ day of _____, 2021

Approved by the Mayor this ____ day of _____, 2021

Elisa Tinti, City Clerk

Steven T. Noble, Mayor

Adopted by Council on _____, 2021

1 THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND AUDIT COMMITTEE REPORT

REQUEST DESCRIPTION

INTERNAL TRANSFER _____ CONTINGENCY TRANSFER _____ TRANSFER _____
AUTHORIZATION X BUDGET MODIFICATION _____ BONDING REQUEST ____
CLAIMS _____ ZONING _____ OTHER _____

DEPARTMENT: Mayor DATE: 10/4/2021

Description:

Approve the attached Memorandum of Agreement between the City of Kingston and the KPFFA covering the five year period 1/1/2020 to 12/31/2024. Authorize the Mayor to execute any and all documents related to the MOA and incorporating such changes into the City's collective bargaining agreement with the KPFFA.

Estimated Financial Impact: Approx. \$2.5 million Signature _____

Motion by Davis _____

Seconded by Hirsch _____

Action Required:

SEQRA Decision:
Type I Action _____
Type II Action _____
Unlisted Action _____

Negative Declaration of Environmental Significance: _____

Conditioned Negative Declaration: _____

Seek Lead Agency Status: _____

Positive Declaration of Environmental Significance: _____

Table with 3 columns: Committee Vote, YES, NO. Rows include Reynolds Scott Childress, Don Tallerman, Anthony Davis, Michele Hirsch, and Steven Schabot.

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Special F+A
on 10/3

Tinti, Elisa

From: Shaut, Andrea
Sent: Thursday, September 30, 2021 7:12 AM
To: Noble, Steve; Alderman
Cc: Tinti, Elisa; Bryant, Kevin; William M. Wallens (WWallens@rwgmlaw.com); Tuey, John
Subject: RE: Late Communication Request: Fire Department MOA

Good morning,

I will accept the below late communication. Elisa – please add this to the agenda. Council members – please be prepared to discuss at Finance on Monday and to possibly vote on Tuesday.

Thank you,
Andrea

From: Noble, Steve
Sent: Wednesday, September 29, 2021 1:43 PM
To: Alderman <Alderman@kingston-ny.gov>
Cc: Tinti, Elisa <emtinti@kingston-ny.gov>; Bryant, Kevin <kbryant@kingston-ny.gov>; William M. Wallens (WWallens@rwgmlaw.com) <WWallens@rwgmlaw.com>; Tuey, John <jtuey@kingston-ny.gov>
Subject: Late Communication Request: Fire Department MOA

Dear President Shaut and Common Council Members,

I am happy to report that last night the membership of the Kingston Professional Fire Fighters Association, Local 461 approved an MOA outlining the terms of a new five year bargaining unit agreement. You will find the agreement attached. Today, I met with Union President Bryan Cafaldo and him and I both signed the agreement.

I respectfully request that the Common Council take this matter up at the Special Finance Meeting that has been called for October 4th. If approved by committee, this agreement can then be approved by the Full Council on Tuesday.

This timeline would allow our Comptroller to work on preparing the retro payment for the years of 2020 and 2021. If at all possible, we would like to take care of that before years end and so to provide our Comptroller's office with as much time as possible, I ask that we take this matter up promptly.

I feel that this is a fair deal for both the men and women of the department and for the Kingston taxpayers, and I want to thank the KPPFA for the service they provide to our community and for being willing to work with us during the negotiation process.

Respectfully Submitted,

-Steve

Steven T. Noble
Mayor, City of Kingston
420 Broadway
Kingston, NY 12401

9/20/2021

Memorandum of Agreement by and between the City of Kingston (the "City" or the "Employer") and the Kingston Professional Fire Fighters Association, Local 461 IAFF (the "KPFFA" or the "Union") dated this ___ day of August, 2021.

WHEREAS, the City and KPFFA are parties to a collective bargaining agreement which expired on December 31, 2019;

WHEREAS, authorized representatives for the City and the KPFFA met in good faith to negotiate a successor agreement; and

WHEREAS, the parties have reached a tentative agreement, which is subject to ratification by the City's Common Council and by the membership of the KPFFA; it is agreed as follows:

1. All proposals not specifically addressed by this Memorandum of Agreement are withdrawn.

2. All provisions of the collective bargaining agreement between the parties which expired on December 31, 2019 shall be incorporated into the successor agreement except as modified by this Memorandum of Agreement.

3. **Duration**

This agreement shall be for a five (5) year period from January 1, 2020 to December 31, 2024.

4. **Article XV Salaries**

The salaries in effect on December 31, 2019 shall be increased as follows:¹

Top basic salary scale, in Schedule A, will be paid to all fire fighter and fire dispatchers hired after July 15, 1992, at the beginning of their eighth (8th) consecutive year of service, and for all fire fighter and fire dispatchers hired prior to July 15, 1992 at the beginning of their sixth (6th)

¹ Revised salary schedules attached.

9/20/2021

[53] Effective January 1, 2024, the cap will be \$3300.

(E) All employees hired on or after January 1, 2022, who receive Health Insurance benefits, shall pay fifteen percent (15%) of the cost of the health insurance premiums of their annual medical coverage with a cap on the annual contribution as described as below. The fifteen percent (15%) contribution of their medical coverage is based on actual cost, not projected.

[1] ~~Effective January 1, 2020, the cap will be \$3500.~~

[2] ~~Effective January 1, 2021, the cap will be \$3500.~~

[31] Effective January 1, 2022, the cap will be \$3600.

[42] Effective January 1, 2023, the cap will be \$3700.

[53] Effective January 1, 2024, the cap will be \$3800.

7. **Article IX Clothing Allowance**

~~Amend Article IX Sections 1 through 3 as follows:~~

Replace current paragraph 1 as follows:

1. All employees of the Kingston Fire Department shall be entitled to an annual clothing pay of one thousand five hundred dollars (\$1500) which shall be paid out half at the first pay of January and half at the first pay in July as a separate check. New hires shall receive \$1500 upon hire in lieu of the schedule above. Starting in January of the following year they shall receive payments as provided herein.
2. *Remove*
3. *Remove*

8. **Schedule E to the CBA**

Amend Schedule E, Section 4 regarding partials as follows:

Partials will only be allowed in 5 hour blocks and can only be taken from 0700hr to 1200hr, 1200hr to 1700hr, and 1700hr to 2200hr. Only 1 employee can be scheduled off in any 5 hour block. No partials are allowed on Listed Holidays as in Article XXVI, Section 6, Subsection c.

9. **Article III, Section 11 – Electronic Timekeeping System**

Amend Article III, Section 11 as follows:

The City has the right to implement an electronic timekeeping system to be used by all employees which is consistent with the New Payroll/Time and Attendance Policy as amended by the City Council on November 12, 2013. The timekeeping system would require biometric, employee number and/or badge swipes to record attendance. The KPFFA has approved the use of the Kronos electronic timekeeping system with the agreement that time off, payout, and other like requests can be made without reporting

2020

	<u>Annual</u>	<u>Bi-Weekly</u>	<u>Hourly</u>	<u>Overtime</u>
Deputy	\$ 78,686.98	\$ 3,009.88	\$ 37.62	\$ 56.44
Captain	\$ 74,003.19	\$ 2,830.72	\$ 35.38	\$ 53.08
Lieutenant	\$ 70,642.07	\$ 2,702.16	\$ 33.78	\$ 50.67
FF 8	\$ 66,175.81	\$ 2,531.32	\$ 31.64	\$ 47.46
FF 7	\$ 63,936.17	\$ 2,445.65	\$ 30.57	\$ 45.86
FF 6	\$ 61,924.93	\$ 2,368.71	\$ 29.61	\$ 44.41
FF 5	\$ 60,129.08	\$ 2,300.02	\$ 28.75	\$ 43.13
FF 4	\$ 58,562.74	\$ 2,240.10	\$ 28.00	\$ 42.00
FF 3	\$ 57,222.64	\$ 2,188.84	\$ 27.36	\$ 41.04
FF 2	\$ 52,945.66	\$ 2,025.24	\$ 25.32	\$ 37.97
FF 1	\$ 48,673.02	\$ 1,861.81	\$ 23.27	\$ 34.91
D 8	\$ 59,160.99	\$ 2,262.99	\$ 28.29	\$ 42.43
D 7	\$ 58,037.36	\$ 2,220.01	\$ 27.75	\$ 41.63
D 6	\$ 57,103.00	\$ 2,184.27	\$ 27.30	\$ 40.96
D 5	\$ 56,171.89	\$ 2,148.65	\$ 26.86	\$ 40.29
D 4	\$ 55,197.28	\$ 2,111.37	\$ 26.39	\$ 39.59
D 3	\$ 54,454.34	\$ 2,082.95	\$ 26.04	\$ 39.06
D 2	\$ 51,244.43	\$ 1,960.17	\$ 24.50	\$ 36.75
D 1	\$ 48,039.96	\$ 1,837.59	\$ 22.97	\$ 34.45
Mechanic	\$ 74,003.19	\$ 2,830.72	\$ 35.38	\$ 53.08
T 4	\$ 50,853.94	\$ 1,945.23	\$ 24.32	\$ 36.47
T 3	\$ 49,516.02	\$ 1,894.06	\$ 23.68	\$ 35.51
T 2	\$ 42,320.63	\$ 1,618.82	\$ 20.24	\$ 30.35
T 1	\$ 38,820.29	\$ 1,484.93	\$ 18.56	\$ 27.84

2022

	<u>Annual</u>	<u>Bi-Weekly</u>	<u>Hourly</u>	<u>Overtime</u>
Deputy	\$ 82,872.15	\$ 3,178.66	\$ 39.73	\$ 59.60
Captain	\$ 77,939.23	\$ 2,989.45	\$ 37.37	\$ 56.05
Lieutenant	\$ 74,399.34	\$ 2,853.67	\$ 35.67	\$ 53.51
FF 8	\$ 69,695.54	\$ 2,673.25	\$ 33.42	\$ 50.12
FF 7	\$ 67,336.77	\$ 2,582.78	\$ 32.28	\$ 48.43
FF 6	\$ 65,218.57	\$ 2,501.53	\$ 31.27	\$ 46.90
FF 5	\$ 63,327.20	\$ 2,428.99	\$ 30.36	\$ 45.54
FF 4	\$ 61,677.55	\$ 2,365.71	\$ 29.57	\$ 44.36
FF 3	\$ 60,266.17	\$ 2,311.58	\$ 28.89	\$ 43.34
FF 2	\$ 55,761.70	\$ 2,138.81	\$ 26.74	\$ 40.10
FF 1	\$ 51,261.81	\$ 1,966.21	\$ 24.58	\$ 36.87
D 8	\$ 62,307.62	\$ 2,389.88	\$ 29.87	\$ 44.81
D 7	\$ 61,124.22	\$ 2,344.49	\$ 29.31	\$ 43.96
D 6	\$ 60,140.16	\$ 2,306.75	\$ 28.83	\$ 43.25
D 5	\$ 59,159.53	\$ 2,269.13	\$ 28.36	\$ 42.55
D 4	\$ 58,133.08	\$ 2,229.76	\$ 27.87	\$ 41.81
D 3	\$ 57,350.64	\$ 2,199.75	\$ 27.50	\$ 41.25
D 2	\$ 53,970.00	\$ 2,070.08	\$ 25.88	\$ 38.81
D 1	\$ 50,595.08	\$ 1,940.63	\$ 24.26	\$ 36.39
Mechanic	\$ 77,939.23	\$ 2,989.45	\$ 37.37	\$ 56.05
T 4	\$ 53,558.73	\$ 2,054.31	\$ 25.68	\$ 38.52
T 3	\$ 52,149.65	\$ 2,000.26	\$ 25.00	\$ 37.50
T 2	\$ 44,571.56	\$ 1,709.59	\$ 21.37	\$ 32.05
T 1	\$ 40,885.04	\$ 1,568.19	\$ 19.60	\$ 29.40

2024

	<u>Annual</u>	<u>Bi-Weekly</u>	<u>Hourly</u>	<u>Overtime</u>
Deputy	\$ 87,279.91	\$ 3,338.58	\$ 41.73	\$ 62.60
Captain	\$ 82,084.62	\$ 3,139.85	\$ 39.25	\$ 58.87
Lieutenant	\$ 78,356.46	\$ 2,997.24	\$ 37.47	\$ 56.20
FF 8	\$ 73,402.47	\$ 2,807.74	\$ 35.10	\$ 52.65
FF 7	\$ 70,918.25	\$ 2,712.72	\$ 33.91	\$ 50.86
FF 6	\$ 68,687.38	\$ 2,627.39	\$ 32.84	\$ 49.26
FF 5	\$ 66,695.41	\$ 2,551.19	\$ 31.89	\$ 47.83
FF 4	\$ 64,958.02	\$ 2,484.73	\$ 31.06	\$ 46.59
FF 3	\$ 63,471.58	\$ 2,427.87	\$ 30.35	\$ 45.52
FF 2	\$ 58,727.53	\$ 2,246.41	\$ 28.08	\$ 42.12
FF 1	\$ 53,988.30	\$ 2,065.13	\$ 25.81	\$ 38.72
D 8	\$ 65,621.60	\$ 2,510.12	\$ 31.38	\$ 47.06
D 7	\$ 64,375.26	\$ 2,462.44	\$ 30.78	\$ 46.17
D 6	\$ 63,338.87	\$ 2,422.80	\$ 30.28	\$ 45.43
D 5	\$ 62,306.08	\$ 2,383.29	\$ 29.79	\$ 44.69
D 4	\$ 61,225.03	\$ 2,341.94	\$ 29.27	\$ 43.91
D 3	\$ 60,400.97	\$ 2,310.42	\$ 28.88	\$ 43.32
D 2	\$ 56,840.53	\$ 2,174.23	\$ 27.18	\$ 40.77
D 1	\$ 53,286.11	\$ 2,038.27	\$ 25.48	\$ 38.22
Mechanic	\$ 82,084.62	\$ 3,139.85	\$ 39.25	\$ 58.87
T 4	\$ 56,407.39	\$ 2,157.66	\$ 26.97	\$ 40.46
T 3	\$ 54,923.36	\$ 2,100.89	\$ 26.26	\$ 39.39
T 2	\$ 46,942.21	\$ 1,795.60	\$ 22.45	\$ 33.67
T 1	\$ 43,059.61	\$ 1,647.09	\$ 20.59	\$ 30.88