AUTHORIZATION FOR AGREEMENTS, MOUs, OR OTHER DOCUMENTS OBLIGATING THE CITY

All contracts, agreements, grant agreements, memoranda of understanding, or any document obligating the city (with the exception of purchase orders), requires the completion of this form. The City Manager will sign these documents after all other required information and signatures are obtained.

Document: NTN Agreement Date: 5-27-22
Statement of Purpose: Agreement for fire national testing

Department Head Signature: [signature]
Remarks, if any: [signature] Date: 5/27/2022
City Attorney Review and Signature: [signature] Date: 5/27/2022

Other Signatures as Requested by the City Attorney:

<table>
<thead>
<tr>
<th>Name/Position</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Budget Confirmed: Yes ☒ No ☐ N/A ☐
Certificate of Insurance Attached: Yes ☐ No ☐ N/A ☒
City Council Approval Needed: Yes ☐ No ☒ Date: ________

After all the above requested information is complete and signatures obtained, return this form, along with the original document to the City Manager for signature. No documents should be executed prior to the City Manager’s approval as evidenced by signature of this document.

City Manager Signature: [signature] Date: 5/31/2022

Once all signatures and certificates of insurance have been obtained, return this document, along with the original, fully-executed agreement, MOU, or other document to the City Recorder. A copy of grant agreement and all project funding documents, must be forwarded to the Finance Department for tracking and audit purposes.

City Recorder Signature: __________________________ Date: _____________

Date posted on website: __________________________

Sign-Off Sheet for Documents Obligating the City - Rev. 1/18
National Testing Network Agreement for City of Newport

National Testing Network, Inc. (NTN) provides professional testing and recruitment services for public service agencies, including but not limited to: fire, law enforcement, communications, corrections, and transit. National Testing Network is owned and operated by professional testing experts with Ph.D.’s in Industrial/Organizational Psychology and over six decades of combined public sector testing experience. NTN is fully integrated with its parent company, Ergometrics and Applied Personnel Research, Inc., and uses Ergometrics’ high quality simulations. NTN offers test administration virtually and at full time testing centers and satellite testing centers across the country.

This agreement is made and entered into, effective as of the date executed, by and between City of Newport ("Member Agency"), and National Testing Network, Inc., whose principal address is 2122 164th St. SW, Lynnwood WA 98087. In consideration of the mutual agreements incorporated herein, and subject to the terms and conditions stated in this Agreement, the Parties agree as follows:

**CONTRACT PRICE**

The annual membership cost for a department to utilize NTN’s applicant testing and recruitment services is $500.00 per year for each job classification. Upon the renewal date each year, an invoice will be issued to the department and will serve as a renewal notification. Payment of this invoice will continue membership services for one year following the same scope of agreement.

<table>
<thead>
<tr>
<th>Annual Membership</th>
<th>Each Job Category Membership Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Firefighter</td>
<td>$500.00</td>
</tr>
<tr>
<td>Open Continuous</td>
<td></td>
</tr>
<tr>
<td>Annual Membership</td>
<td></td>
</tr>
</tbody>
</table>

**SCOPE OF AGREEMENT**

NTN WILL PROVIDE
NTN will provide the testing services at designated testing facilities for the sole purpose of testing candidates for the specific job classifications stated in the scope of the agreement. NTN, at its sole discretion, may make changes to the testing materials, including, but not limited to alternate forms, scoring keys, additional sections, different test items, different tests and/or test administration strategy, including location.

NTN will provide an applicant website for test scheduling, testing facility, test administration, database of applicant scores and consultation regarding scores and services. NTN will provide authorized member agency personnel access to candidate information for candidates that submit scores to the Member Agency. This information will include basic application information as defined by NTN. NTN recruitment services will include, but are not limited to, internet advertising on job posting services.

The candidate information collected will be determined by NTN and reported to the Member Agency. Member department job description information and logo will be posted on the NTN website. Any additional application materials and assessments will be the responsibility of the Member Agency to collect.

The Member was offered a transportability analysis as part of the implementation process. If the Member chose not to conduct such an analysis, they hereby affirm they understand it is their responsibility to ensure the job is similar enough to the departments that participated in the criterion validation of the exam and/or have sufficient evidence of content validity.

**MEMBER AGENCY WILL PROVIDE**

The Member Agency will provide information regarding the organization and applications for use on the NTN website, including organization logos. The Member Agency will also provide links on Member Agency’s websites to direct candidates to the NTN website for test sign-up. The Member Agency will also engage in reasonable recruitment and advertising measures to bring candidates both to the NTN website and Member Agency’s website for pre-employment purposes.

**MARKETING MATERIALS**

The Member Agency grants NTN permission to use its name, logo, and other identifying information for the purposes of marketing NTN services. This permission may be revoked by Member Agency at any time.

National Testing Network sincerely appreciates the opportunity to fulfill your business needs and help support an efficient and cost-effective applicant recruitment and screening process.

Signature

City of Newport

Agency Name