



## 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 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 the City of Newport, an Oregon municipal corporation ("Member Agency"), and National Testing Network, Inc., whose principle address is 2122 164<sup>th</sup> 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 updated Agreement form will be sent to your department for completion.

Annual Membership	Each Job Category Membership Fee
Law Enforcement Annual Membership	\$500.00

### 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]

Signature

Barbara James

Primary Contact Name (Please print)

H.R. Director

Title

5-20-21

Date

b.james@newportoregon.gov

Email

541-574-0604

Phone

City Manager

City of Newport

Agency Name

169 SW Coast Hwy

Physical Address

Newport

City

OR

State

97365

Zip Code

**Billing Contact**

Please list who should receive the invoices from NTN.

Melanie Nelson

Billing Contact Name (Please print)

Senior Executive Assistant

Title

m.nelson@newportoregon.gov

Email

541-574-0603

Phone

**Other Authorized Contacts**

Please list anyone who is authorized to receive materials, including candidate scores, or discuss scores with NTN.

Melanie Nelson

Authorized Contact Name (Please print)

Senior Executive Assistant

Title

m.nelson@newportoregon.gov

Email

541-574-0603

Phone

Jody York

Authorized Contact Name (Please print)

Executive Assistant - HR

Title

j.york@newportoregon.gov

Email

541-574-0605

Phone



