

Project Schedule

Ergometrics fully understands the City's project schedule and has the capacity to fully adhere to this schedule. Below we have identified the completion dates for each phase of this project as provided in the RFP. We have never missed a project deadline and will ensure that each project phase is completed by the stated date. The project start date will be November 8, 2011.

Phase	Task	Estimated Completion Date
Phase I	Introduction and familiarization	December 8, 2011
	Kick off meeting with the chief of police, police executive staff and project manager	November 15, 2011
	Design Draft of Job Task Analysis	November 15, 2011
	SME Focus Groups	November 16-18
	Introductory Letter to Applicants	December 2, 2011
	Job Analysis and Job Analysis Report	December 6, 2011
	Communication Memorandum	December 6, 2011
	Phase I Report	December 8, 2011
Phase II	Promotional Assessment Design and Applicant Orientation	January 13, 2012
	Design and Development of Written Exams	January 6, 2012
	Design and Development of Assessment Exercises	January 6, 2012
	Orientation and Information Sessions	January 9-12, 2012
	Phase II Report	January 13, 2012
Phase III	Assessment	February 10, 2012
	Inform Candidates of their Testing Dates, Time and Location	January 13, 2012

	Recruit Assessors	January 20, 2012
	Assessor Training and Orientation	January 30-February 10, 2012
	Promotional Exam Administration	January 30-February 10, 2012
	Phase III Report	February 10, 2012
Phase IV	Scoring, applicant feedback and process review with the chief of police, executive command staff and project manager.	March 1, 2012
	Scoring of the Exams	February 17, 2012
	Compiling Scores for the Chief	February 17, 2012
	Material Copies	February 22, 2012
	Applicant Survey	February 22, 2012
	Candidate Feedback	February 27, 2012
	Process Review with the Chief	February 28, 2012
	Final Report	March 1, 2012
Phase V	Complete Remaining Job Analysis	April 13, 2012