



City of Annapolis
Office of Emergency Management
 199 Taylor Ave.
 Annapolis, MD 21401



Cost/Benefit Analysis of Using a Contractual Employee Instead of a Contractor

Objective: The Office of Emergency Management proposes to replace an Emergency Planner contractor obtained through a consulting contract with the University of Maryland Center for Health and Homeland Security with an Emergency Planner contractual employee position.

Comparative Cost Analysis			
One year contract cost for one Center for Health and Homeland Security Emergency Planner using Homeland Security Funds:		One year cost of a contractual emergency planner using Homeland Security Funds:	
Planner Salary	\$68,000	Planner Salary	\$54,000 - \$62,000
Planner Benefits	\$20,400	Planner Benefits	\$16,200 - \$18,600
CHHS Profit	\$25,600		
Total Cost	\$114,000	Total Cost	Between \$70,200 and \$80,600

Proposal Benefits	Proposal Costs
<ul style="list-style-type: none"> There is no cost to the City as <u>only</u> grant funding is involved The proposal saves between \$33,400 - \$43,800 in grant funding The difference in grant funding can be repurposed for other critical public safety projects, such as the Emergency Radio Channel The contractual position will be terminated if grant funds are insufficient. There will be no difference in service OEM will not need to spend resources negotiating and coordinating a contract with a third party. 	<p>✓ ????</p>

Conclusion: The Office of Emergency Management proposal to use a contractual employee rather than an outside contractor represents good governance and responsible use of grant funding and would enable the funding saved to be used for critical public safety goals. The Finance Committee should support this proposal.