

**Columbus Consolidated Government  
Council Meeting Agenda Item**

<b>TO:</b>	Mayor and Councilors
<b>AGENDA SUBJECT:</b>	<b>Executive Recruitment Services – ADD-ON</b>
<b>INITIATED BY:</b>	Finance Department

It is requested that Council authorize the following firms to provide quotes for executive recruitment services: Bakertilly (St. Paul, MN), Slavin Management Consultants (Norcross, GA) and The Mercer Group (Athens, GA). Quotes can be obtained from the firms for a one year period to accommodate upcoming retirements.

The intent of the RFQ was to obtain submissions from executive search firms interested in being on a comprehensive Recruitment List to assist Columbus Consolidated Government in recruiting for various governmental positions, such as, Fire/EMS Chief, Police Chief and other executive positions. Firms were also informed that the process was expedited due to the upcoming retirements of Public Safety executives. Interested firms were required to specialize in providing recruitment services for local and/or state governmental entities.

The successful firm(s) will provide the following services:

1. Source job candidates through a number of different channels including advertising in nationally recognized publications likely to attract qualified candidates,
2. Proactively reaching out to candidates in the marketplace that may not be actively seeking the position,
3. Accessing the firm's network of qualified candidates and other best practice recruitment strategies utilized in the industry.
4. Assess the qualifications of interested candidates against those required in the Job Description.
5. Recommend and schedule candidate interviews.
6. Support the City in engaging in focused rigorous interviews, in-depth reference checking and final selection processes.

Firms were selected for placement on the Recruitment List based on their responses to the following: 1) Qualifications and Governmental Experience; 2) Client Work History/Past and Current Successful Searches, and 3) Timeline to complete project. Human Resources staff reviewed the submissions and determined the firms who best met the specifications.

When the need arises, firms on the Recruitment List will be contacted, by Human Resources to provide a quote for the provision of recruitment services for specific Job Description(s). The firm most responsive to the quote request will be assigned the specific recruitment. Firms will be on the list for one (1) year in order to accomplish recruitment efforts for upcoming executive retirements. During the one year period, the City will issue a formal RFP to establish an annual contract for recruitment services.

Request for Qualifications information was posted on the web pages of the Purchasing Division and the Georgia Procurement Registry on January 10, 2020. Ten (10) responses were received on January 17, 2020. This RFQ has been advertised, opened and reviewed with the following firms responding:

**Bakertilly (St Paul, MN)**

**Slavin Management Consultants (Norcross, GA)**

**The Mercer Group (Athens, GA)**

Total Employee sourcing (Chapin, SC)

Find Great People (FGP), (Greenville, SC)

The Novak Consulting Group (Cincinnati, OH)

Resource Tex (Columbus GA Office/Nashville, TN)

GovHRusa, (Northbrook, IL)

Industrial/Organizational solutions (Oakbrook, IL)

Corporate Plus (Norcross, GA)

The City's Procurement Ordinance, Article 3-112 (Request for Qualifications) governs the RFQ Process, which allows the City to receive qualification statements from interested vendors prior to bidding projects.

**A RESOLUTION**

**NO. \_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE FOLLOWING FIRMS TO PROVIDE QUOTES FOR EXECUTIVE RECRUITMENT SERVICES: BAKERTILLY (ST. PAUL, MN), SLAVIN MANAGEMENT CONSULTANTS (NORCROSS, GA) AND THE MERCER GROUP (ATHENS, GA). QUOTES CAN BE OBTAINED FROM THE FIRMS FOR A ONE YEAR PERIOD TO ACCOMMODATE UPCOMING RETIREMENTS.**

**WHEREAS**, the intent of the RFQ was to obtain submissions from executive search firms interested in being on a comprehensive Recruitment List to assist Columbus Consolidated Government in recruiting for various governmental positions, such as, Fire/EMS Chief, Police Chief and other executive positions. Firms were also informed that the process was expedited due to the upcoming retirements of Public Safety executives. Interested firms were required to specialize in providing recruitment services for local and/or state governmental entities; and,

**WHEREAS**, firms were selected for placement on the Recruitment List based on their responses to the following: 1) Qualifications and Governmental Experience; 2) Client Work History/Past and Current Successful Searches, and 3) Timeline to complete project. Human Resources staff reviewed the submissions and determined the firms who best met the specifications; and,

**WHEREAS**, when the need arises, firms on the Recruitment List will be contacted, by Human Resources to provide a quote for the provision of recruitment services for specific Job Description(s). The firm most responsive to the quote request will be assigned the specific recruitment. Firms will be on the list for one (1) year in order to accomplish recruitment efforts for upcoming executive retirements. During the one year period, the City will issue a formal RFP to establish an annual contract for recruitment services.

**NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:**

That the City Manager is hereby authorized to obtain quotes from the following firms to provide executive recruitment services: Bakertilly (St. Paul, MN), Slavin Management Consultants (Norcross, GA) and The Mercer Group (Athens, GA). Quotes can be obtained from the vendors for a one year period to accommodate upcoming retirements.

---

Introduced at a regular meeting of the Council of Columbus, Georgia, held the \_\_\_\_\_ day of \_\_\_\_\_, 2020 and adopted at said meeting by the affirmative vote of \_\_\_\_\_ members of said Council.

Councilor Allen voting	_____.
Councilor Barnes voting	_____.
Councilor Crabb voting	_____.
Councilor Davis voting	_____.
Councilor Garrett voting	_____.
Councilor House voting	_____.
Councilor Huff voting	_____.
Councilor Thomas voting	_____.
Councilor Thompson voting	_____.
Councilor Woodson voting	_____.

---

Sandra T. Davis, Clerk of Council

---

B.H. "Skip" Henderson III, Mayor