



TO: FRUITA CITY COUNCIL AND MAYOR

FROM: CITY MANAGER'S OFFICE

DATE: OCTOBER 15, 2024

AGENDA TEXT: RESOLUTION 2024-33 – A Resolution Approving an Agreement with Columbia LTD For Executive Recruitment Services and Authorizing the Mayor to Execute the Agreement.

BACKGROUND

The City Council is interested in hiring an Executive Recruitment Agency to aid in the search for a City Manager. In accordance with the City of Fruita's Procurement Policies, staff reached out to several Executive Recruitment firms for quotes and received five, and then the City Council narrowed it down to three options for interviews. Those three firms were:

- KRW Associates
- GMP Consultants
- Columbia LTD

On October 7, 2024, during a special meeting, the City Council interviewed multiple firms and decided to move forward with Columbia LTD for the Executive Agreement services. The purpose of this resolution is to approve the agreement with Columbia LTD and authorize the Mayor to execute the agreement.

FISCAL IMPACT

There is a fiscal impact to approving this agreement. It is estimated that services from Columbia LTD will cost \$22,500-\$25,000 depending on the actions that need to be taken in the hiring process. The funds will be transferred from the General Fund Contingency Account, leaving the line item at \$219,500. This is an allowable use of contingency funds per City of Fruita policies. The funds were/will be appropriated for this bill using Resolution 2024-32.

APPLICABILITY TO CITY GOALS AND OBJECTIVES

The City Council has advised that Columbia LTD is the best fit for the job of Executive Recruitment as it will allow for a thorough, unbiased process to select a new City Manager. The City Manager serves as the Chief Administrative Officer for the City of Fruita, and is therefore, an essential position for the organization to fill.

OPTIONS AVAILABLE TO THE COUNCIL

- Approve Resolution 2024-33, Approving an Agreement with Columbia LTD For Executive Recruitment Services and Authorizing the Mayor to Execute the Agreement.
- Advise staff to revise the agreement/vendor selection and bring it back at a different date.

RECOMMENDATION

It is the recommendation of staff that the Council by motion:

APPROVE RESOLUTION 2024-33, APPROVING AN AGREEMENT WITH COLUMBIA LTD FOR EXECUTIVE RECRUITMENT SERVICES AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT.