



AGENDA ITEM ANALYSIS

Project/Issue Name: 23-R-03 A Resolution of the City Council Authorizing the City Administrator to Retain an Outside Consulting Firm to Assist with the Recruitment, Selection and Post-Offer Process for an Engineer Vacancy.

Submitted By: David Cameron, City Administrator

Date: 1/6/2023

Issue Statement

Selection of an Executive Recruitment Firm to assist in the recruitment and placement for the hard to fill position of Engineer.

Discussion and/or Analysis

Due to the highly competitive job markets, we are seeking approval to select an Executive Recruiting firm to assist in the recruitment, selection and post-offer process for positions that have been identified as hard to fill. The firm selected will provide a nationwide search and will guarantee placement for 12 months (meaning will re-recruit if the position becomes vacant within 12 months). Qualifications and quotes have been requested from the following firms:

- SGR
- GOVHR
- Baker Tilly

All firms are currently working on a detailed proposal to include pricing and all the services offered. The initial pricing that has been received ranging from \$20,000 - \$25,000 per position depending on the number of positions requested for recruitment.

Recommended Action

Staff recommends approval.