



CITY COUNCIL AGENDA ITEM

SUBJECT: Executive Search Firm for City Manager Position

AGENDA SECTION: *(check all that apply)*

☐ PRESENTATION ☐ PUBLIC HEARING ☐ CONSENT AGENDA ☐ OLD BUSINESS
☒ NEW BUSINESS ☐ OTHER, PLEASE STATE: [Click or tap here to enter text.](#)

CATEGORY: *(check all that apply)*

☐ ORDINANCE ☐ RESOLUTION ☐ CONTRACT ☐ POLICY ☐ STATUS REPORT
☐ OTHER, PLEASE STATE: [Click or tap here to enter text.](#)

ACTION REQUESTED: ☒ DECISION ☐ DISCUSSION, ☐ REVIEW, or ☐ UPDATE ONLY

Previously Heard Date(s): [Click or tap here to enter text.](#) & [Click or tap here to enter text.](#)

Current Work Session: [Click or tap to enter a date.](#)

Current Council Meeting: Monday, November 14, 2022

SUBMITTED BY: Gia Scruggs, Finance Director

PRESENTER: Gia Scruggs, Finance Director

PURPOSE: An emergency procurement for an HR Consultant was requested by the City Council on November 7, 2022, however, the finance department utilized a competitive means by utilizing the contract established by the purchasing division of the State of Georgia contract as outlined under the Cooperative Purchasing section of the city's purchasing policy. Due to the procurement method chosen, this responsiveness to the Council urgency to get assistance was able to be accomplished while utilizing a competitive process. The tasks include in the search will include initial meetings to develop the search plan, performance of the search, initial candidate screening, management of the interview process, post interview processing, and making job offer and negotiations. This job posting will be including in over a dozen websites and social media platforms. MGT of America Consulting, LLC was selected as a responsive vendor that could meet the immediate needs of the City. The Finance department is recommending MGT of America Consulting, LLC to conduct the executive search for the City Manager position. The cost of the executive search for the City Manager position will be \$18,555. The funding for this will be General Fund - City Manager – Professional Services.



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FACTS: Click or tap here to enter text.

OPTIONS: Approve, Deny, Defer Click or tap here to enter text.

RECOMMENDED ACTION: Approve

ATTACHMENTS:

- (1) Attachment 1 - MGT of America Consulting LLC Response Statement
- (2) Attachment 2 - Click or tap here to enter text.
- (3) Attachment 3 - Click or tap here to enter text.
- (4) Attachment 4 - Click or tap here to enter text.
- (5) Attachment 5 - Click or tap here to enter text.