



CITY OF EL PASO

Request for Proposal 2024-0113R

Executive Recruiting Services

Strategic Goal 6

- Set the Standard for Sound Governance and Fiscal Management
- 6.1 Recruit and retain a skilled and diverse workforce

Executive Recruiting Services

- Request for Proposal 2024-0113R - seeking proposals for Executive Recruiting Services
- There were four (4) bids received, 1 from local supplier
- Three-member Human Resources committee evaluated the proposals

We are recommending award of the RFP to:

- 1) Baker Tilly US, LLP for \$270,000 for initial term of three (3) years and two (2) year option for estimated amount of \$180,000
- 2) Octagon Staffing, LLC for \$270,000 for initial term of three (3) years and two (2) year option for estimated amount of \$180,000

Scope of Services:

- Provide executive recruiting services for the City of El Paso on an as needed basis to include:
- Comprehensive Recruitment brochure in both English and Spanish
- Spearhead an aggressive direct networking campaign to attract top talent and execute the advertising plan nationally

Scope of Services, cont'd:

- ✓ Targeted mailings
- ✓ Selected advertising
- ✓ Networking
- ✓ Direct inquiries
- ✓ Consultant's knowledge of candidates from other searches
- Screening of applications and recommendations of semi-finalists
- Conduct background checks, reference checks, and academic verifications

MISSION



Deliver exceptional services to support a high quality of life and place for our community.

VISION



Develop a vibrant regional economy, safe and beautiful neighborhoods and exceptional recreational, cultural and educational opportunities powered by a high performing government.



VALUES

Integrity, **R**espect, **E**xcellence,
Accountability, **P**eople

Icon Library

Department/Division



General

