



## Legislation Details

**File #:** 23-1589      **Version:** 1      **Name:**  
**Type:** Other Bids, Contracts,      **Status:** Agenda Ready  
Procurements  
**File created:** 11/28/2023      **In control:** City Council  
**On agenda:** 12/12/2023      **Final action:**  
**Title:** The linkage to the Strategic Plan is subsection: 6.1 Recruit and retain a skilled and diverse workforce.

**Award Summary:**

Discussion and action on the award of Solicitation No. 2024-0113R Executive Recruiting Services (Re-Bid) for on-call executive recruitment services. Services will be requested on a task order basis by and between the following two (2) firms:

1. Baker Tilly US, LLP; and
2. Octagon Staffing, LLC

Each consultant will perform the work on a task order basis pursuant to the rates established in Solicitation No. 2024-0113R. Each on-call executive recruitment award for an initial term of three (3) years for an estimated amount of \$540,000.00. The award also includes a two (2) year option for an estimated amount of \$360,000.00. The total amount of the contract, including the initial term plus the option for a total of five (5) years, is for an estimated amount of \$900,000.00.

**Contract Variance:**

The difference based in comparison to the previous contract is as follows: An increase of \$90,000.00 for the initial term, which represents a 20.00% increase due to additional executive positions included under this contract.

This was a Request for Proposals Procurement - service contract.

The Purchasing & Strategic Sourcing Department and Human Resources Department recommend award as indicated to Baker Tilly US, LLP and Octagon Staffing, LLC the highest ranked offerors based on the evaluation factors established in the evaluation criteria for this procurement and to deem Brightpath Associates, LLC non responsive due not providing a fixed cost but a percentage amount.

It is requested that the City Manager be authorized to establish the funding sources and make any necessary budget transfers and execute any and all documents necessary for execution of this award.

In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Solicitation 2024-00113R Executive Recruiting Services, 2. CC 16 - RFP 2024-0113R

Date	Ver.	Action By	Action	Result
12/12/2023	1	City Council	Approve	Pass