



Legislation Text

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CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

*Please choose District and Department from drop down menu. Please post exactly as example below.
No Title's, No emails. Please use ARIAL 10 Font.*

All Districts

Purchasing and Strategic Sourcing, K. Nicole Cote, (915) 212-1092
Human Resources, Mary L. Wiggins, (915) 212-1267

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

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.