



## Legislation Details (With Text)

**File #:** 17-0969      **Version:** 1      **Name:**  
**Type:** General Business      **Status:** Passed  
**File created:** 3/28/2017      **In control:** City Commission Regular Meeting  
**On agenda:** 4/11/2017      **Final action:** 4/11/2017

**Title:** Selection of an executive search firm for the recruitment of a new City Manager

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. RFQ NO. 2017-36 Prof Srvs - CM Search, 2. Slavin Management Consultants Submittal (3-15), 3. Florida Division of Corporations Document - Robert E. Slavin, Inc., 4. Florida Division of Corporations Document - Slavin Management Consultants, 5. GOVHR USA Submittal, 6. Florida Division of Corporations Document GOVHR USA, 7. Colin Baenziger & Associates Submittal, 8. Colin Baenzinger & Associates - Appendices (3-21), 9. Florida Division of Corporations Document Colin Baenzinger & Associates, 10. Alliance Resource Consulting LLC Submittal, 11. Florida Division of Corporations Document Alliance Resource Consulting, 12. The Mercer Group, Inc. Submittal, 13. The Mercer Group -Brochure CapeCoral, 14. Florida Division of Corporations The Mercer Group, Inc., 15. Strategic Government Resources, Inc. Submittal, 16. Florida Division of Corporations Document Strategic Government Resources, Inc., 17. S. Renee Narloch & Associates Submittal, 18. Florida Division of Corporations Document NP & S Management, 19. Florida Division of Corporations Document S. Renee Narloch & Associates, 20. Springsted-Waters Submittal, 21. Florida Division of Corporations Document Springsted, Inc., 22. Florida Division of Corporations Document Water & Company, Inc., 23. Consultant Cost Comparison, 24. Additional Backup City Manager Job Description

| Date      | Ver. | Action By                       | Action   | Result |
|-----------|------|---------------------------------|----------|--------|
| 4/11/2017 | 1    | City Commission Regular Meeting | approved |        |

**TO:** Honorable Mayor & Members of the North Port Commission

**FROM:** Peter D. Lear, CPA, CGMA, Interim City Manager

**TITLE:** Selection of an Executive Search Firm for the Recruitment of a New City Manager

### **Recommended Action**

Provide direction regarding the selection of an executive search firm to commence recruitment of a new City Manager.

### **Background Information**

At the March 7, 2017, City Commission meeting, City Commission directed the City Manager to have Human Resources begin recruiting for a new City Manager; specifically, to solicit proposals from national executive search firms to facilitate the recruitment and selection process. A Request for Professional Services Quote (attached) was posted by the Purchasing Division on March 8, 2017, on DemandStar in addition to being sent directly to several nationally known local government executive search firms. The deadline to submit proposals was 4:00 pm, March 29, 2017. Eight executive search firms submitted proposals (attached). All submittals are listed in order of receipt. Candidates' reimbursement for travel expenses for interviews is not included in the cost.

### **Strategic Plan**

Financially Responsible City Providing Quality Municipal Services

### **Financial Impact**

Funding for the use of an executive search firm's services is available in the City Manager Department budget for the current fiscal year and will not require any changes in the General Fund budget based on this agenda item.

### **Procurement**

#### **Attachments:**

1. RFQ NO. 2017-36 Prof Srvs-CM Search
2. Slavin Management Consultants Submittal (3-15)
3. Florida Division of Corporations Document - Robert E. Slavin, Inc.
4. Florida Division of Corporations Document - Slavin Management Consultants
5. GOVHR USA Submittal
6. Florida Division of Corporations Document GOVHR USA
7. Colin Baenziger & Associates Submittal
8. Colin Baenziger & Associates - Appendices (3-21)
9. Florida Division of Corporations Document Colin Baenziger & Associates
10. Alliance Resource Consulting LLC Submittal
11. Florida Division of Corporations Document Alliance Resource Consulting
12. The Mercer Group, Inc. Submittal
13. The Mercer Group - Brochure Cape Coral
14. Florida Division of Corporations The Mercer Group
15. Strategic Government Resources, Inc. Submittal
16. Florida Division of Corporations Document Strategic Government Resources, Inc.
17. S. Renee Narloch & Associates Submittal
18. Florida Division of Corporations Document NP & S Management
19. Florida Division of Corporations S. Renee Narloch & Associates
20. Springsted-Waters Submittal
21. Florida Division of Corporations Document Springsted, Inc.
22. Florida Division of Corporations Document Water & Company, Inc.
23. Consultant Cost Comparison
24. Additional Backup City Manager Job Description

**Prepared by:** Christine McDade

**Department Director:** Christine McDade