

Legislation Text

File #: 2024-0711, Version: 1

Title:

Award RFP-604790-24/TLR - Executive Search and Recruitment Services to Cogent Infotech Corporation, Pittsburgh, PA, CPS HR Consulting, Sacramento, CA, and S. Renee Narloch & Associates, Tallahassee, and authorize the Purchasing and Contracts Division to execute the Agreements. Countywide (**Lorie Bailey Brown, CFO/Resource Management Director**) Requesting Department - County Manager's Office

Division:

Resource Management - Purchasing and Contracts

Authorized By:

Lorie Bailey Brown, CFO/Resource Management Director

Contact/Phone Number:

Tammy Roberts/407-665-7112

Background:

RFP-604790-24/TLR will provide the services of highly qualified executive search and recruitment firms to search for County Manager(s), Directors, Attorneys and Assistant Attorneys, Engineers, and other high-level positions within the County as the needed.

This project was publicly advertised, and the County received eighteen (18) proposals in response to the solicitation. The Evaluation Committee which consisted of Christina Brandolini, HR Director, Meloney Koontz, Assistant County Manager and Kristian Swenson, Assistant County Manager, evaluated the proposals. Consideration was given to qualifications, resumes, experience, references, approach, project understanding, and pricing proposal. The Evaluation Committee recommends award to the top three (3) ranked firms, listed alphabetically, Cogent Infotech Corporation, CPS HR Consulting, and S. Renee Narloch & Associates.

Human Resources will obtain qualifications and price quotes from the three (3) selected firms based on the position to be filled and the firm's individual expertise in providing qualified candidates.

Authorization for performance under these agreements will be in the form of written Purchase Orders issued and executed by the County. These agreements will take effect on the date of execution and continue for a period of three (3) years. At the sole option of the County, each agreement may be renewed for two (2) successive periods not to exceed one (1) year each.

Requested Action:

Staff requests the Board award RFP-604790-24/TLR - Executive Search and Recruitment Services to Cogent Infotech Corporation, Pittsburgh, PA, CPS HR Consulting, Sacramento, CA, and S. Renee Narloch & Associates, Tallahassee, and authorize the Purchasing and Contracts Division to execute the Agreements.