

MANATEE COUNTY GOVERNMENT

INTENT TO NEGOTIATE

SUBJECT	Executive Search Services for an Executive-Level Redevelopment Professional	DATE POSTED	MC <u>X SE 3/29/16</u> DS <u>X SE 3/29/16</u> CC <u>N/A</u>
PURCHASING REPRESENTATIVE	Jacob Erickson, 3053	DATE CONTRACT SHALL BE AWARDED	Upon Completion of Successful Negotiations
DEPARTMENT	Human Resources Department	CONSEQUENCES IF DEFERRED	None <i>Melissa M. Wendel</i>
SOLICITATION	RFP 16-1433JE	AUTHORIZED BY DATE	Melissa M. Wendel, CPPO <i>for</i>

NOTICE OF INTENT TO NEGOTIATE

Notice of Intent to Negotiate with Waters & Company to provide Executive Search Services for an Executive-Level Redevelopment Professional for the Manatee County Human Resources Department.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.

Manatee County Code of Laws

BACKGROUND/DISCUSSION

PROJECT BACKGROUND:

Manatee County's objective is to seek an Executive Search Firm to assist the County with identifying, recruiting and hiring the most qualified candidate for the position of an Executive-level Redevelopment Professional. The Executive Search Services firm will conduct a focused search for qualified candidates and will work in close consultation with the County's Human Resources Department in collaboration with the seeking department's director or County Administrator, if applicable.

SOLICITATIONS:

The RFP was advertised on the Manatee County website, DemandStar and was provided to the Manatee County Chamber of Commerce for release to its members. Three (3) proposals were received.

Firms that were directly solicited:

- Colin Baenziger
- Gillean Executive Search
- The Mercer Group
- Resource Management & Acquisitions
- Redevelopment Management Associates
- AD-Vance Talent Solutions
- Lucas Group

Manatee County Firms that submitted proposals:

AD-Vance Talent Solutions Bradenton, FL

Other (non-local) firms that submitted proposals include:

NP&S Management, Inc. D/B/A S. Renee Narloch & Associates Tallahassee, FL
Waters & Company Kansas City, MO

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ATTACHMENTS (List in order of attached)		FUNDING SOURCE (Acct Number & Name)	Term Agreement <input type="checkbox"/> Funds Verified <input type="checkbox"/> Insufficient Funds
COST	\$25,000 before negotiation	AMT/FREQ OF RECURRING COSTS (Attach Fiscal Impact Statement)	N/A

EVALUATION COMMITTEE (VOTING) MEMBERS:

Rodney Barnes – Director, Human Resources Department
Dan Schlandt – Deputy County Administrator, County Administration Department
Jacob Erickson - Contracts Negotiator, Financial Management Department (Chairperson)

EVALUATION RESULTS:

The Evaluation Committee (the “Committee”) convened in March 2016 to review evaluation committee responsibilities, discuss member’s availability for future meetings, and the Florida Sunshine Law as applicable to public meetings. The Evaluation Committee then proceeded to review each of the three (3) proposals for their responsiveness to the requirements of the RFP.

Waters & Company, Kansas City, MO – The firm demonstrated exceptional qualifications in their proposal. With a principal corporate office located in Saint Paul, Minnesota and eight other offices nationwide, Waters & Company, a Springsted Company, specializes in public sector executive recruitment and organizational management. Upon further review of their proposal, the Evaluation Committee noted their project approach, previous experience with public sector types of recruitment and positions staffed, and their nationwide (but still specific to Florida) search services as key factors. Furthermore, Waters & Company also presented an encompassing project guarantee which covers a 24 month period against termination or resignation for any reason and a non-compete feature through which W&C Company will not directly solicit any candidates selected under the contract for any other position while the candidate is employed. By demonstrating their understanding of the Scope of Services in the proposal through their in-depth methodology, their guarantee of services rendered, and their past experience providing related services, the Evaluation Committee determined that Waters & Company was the most qualified firm who submitted a proposal and was their ultimate recommendation for award consideration.

NP&S Management, Inc. D/B/A S. Renee Narloch & Associates, Tallahassee, FL – The firm demonstrated strong qualifications in their proposal. With offices located in Tallahassee, FL and Georgetown, TX, NP&S Management, Inc. is a recruitment and placement firm specializing in public sector positions. Upon further review of their proposal, the Evaluation Committee noted their experience in public sector recruitment projects but determined their recruitment approach did not target the specific redevelopment experience outlined in the RFP. NP&S Management, Inc. also offered a guarantee but the Evaluation Committee found it not to be as comprehensive as desired. Due to the lack of detail in their recruitment approach and previous experience, the Evaluation Committee determined that NP&S Management was to be ranked second in award consideration.

Upon completion of the Evaluation Committee Meeting on March 21, 2016, the Committee ultimately recommended the Intent to Negotiate award for **Waters & Company** to the County Administrator.

REMAINING RESPONDENTS

The remaining respondent, although well qualified, was not selected based on a comparison of capabilities of the selected firms:

AD-Vance Talent Solutions Bradenton, FL

ESTIMATED COST OF SERVICES: The estimated expenditure is \$25,000 before negotiations.

FUNDING: 0010015700 – General County

The above justifications are a generalized summary of major observations intended only to provide a sufficiently detailed overview of the main observations of a majority of Committee Members. Each Committee Member may have considered one or more facts or factors more or less important than the other Committee Members when voting, and this summary of the Evaluation Committee’s decision is not an attempt to exhaustively describe each of the relevant factors which motivated each of the Committee Members to select the rankings described.

The Evaluation Committee unanimously voted 3 to 0 to proceed with the award to **Waters & Company, Kansas City, MO.**

The resulting agreement will be managed by the Human Resources Department.