

City of Bethel Action Memorandum

Action memorandum No.	19-32		
Date action introduced:	May 28, 2019	Introduced by:	Mayor Watson
Date action taken:	May 28, 2019	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied
Confirmed by:	KM		

Action Title: Authorizing the City Manager to negotiate and execute a service agreement with Executive Search Firm B.

Amount of fiscal impact:		Account information:
4,833.33	Funds are not budgeted however the City Clerk may be able to do line item transfers with the City Clerk's budget 10-52. We anticipate getting our first invoice by the end of June.	10-52-644, Consulting Services

Bethel City Council passed Resolution 19-05, authorizing the Council's procurement process for the selection of an Executive Firm to provide consulting services in the city manager recruitment process. The Council met on May 21, 2019 and evaluated and scored the three Executive Firm submissions. Executive Firm B was determined to be the best option taking into consideration experience in government, recruitment, the proposed timeline and costs.

After evaluating all necessary factors, the City Council determined Executive Firm B would be the best firm to represent the City's needs in the recruitment process. The Council therefore directs the Acting City Manager to negotiate and executive a service agreement with Executive Firm B for City Manager recruitment services and the City Clerk's Office to work with the Executive Firm to initiate the recruitment process.