

Introduced by: Mayor Watson
Date: May 21, 2019
Action: Passed
Vote: 5-0

CITY OF BETHEL, ALASKA

Resolution #19-05

A RESOLUTION BY THE BETHEL CITY COUNCIL AUTHORIZING THE PROCUREMENT PROCESS FOR CONSULTING SERVICES FOR CITY COUNCIL'S CITY MANAGER RECRUITMENT PROCESS AS PROVIDED BY BMC 4.20.170

WHEREAS, Bethel Municipal Code 4.20.170 provides authority to the Bethel City Council to authorize the procurement of consulting services without the necessity of following the formal procedures for procurement of services set forth in the Code;

WHEREAS, prior to initiating the procurement procedure however, the Council shall pass a resolution setting forth the urgent situation necessitating the need to bypass the regular procurement processes and demonstrating how the city is obtaining the best possible value;

WHEREAS, the Bethel City Council is initiating a City Manager Recruitment Process as the City has been without a City Manager since April 23, 2019 and has temporarily appointed the Fire Chief, Acting City Manager;

WHEREAS, it is in the organization's best interest to have an individual hired as the City Manager timely, reducing the strain on the organization over the long-term;

WHEREAS, to help ensure the procurement process is done quickly, while also ensuring the best possible value is obtained in the process, the Bethel City Council has directed the City Clerk's Office to reach out to other municipal agencies within the State, to establish a list of professional recruitment firms that one, have experience in Alaska, two, have experience with local government and three, have reputable references from the municipal agencies the recruitment firms have served;

WHEREAS, with the list of firms operating within the Alaska local government structure received from the municipal agencies, which totaled five firms, the City Clerk's Office emailed a request for a quote to each of the five firms on April 29, 2019 with a deadline for submission of May 13, 2019 providing the firms two weeks to submit a written quote;

WHEREAS, three of the five firms responded as of May 16, 2019;

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WHEREAS, having evaluated the options and costs associated with the recruitment process at the May 14, 2019 council meeting, the City Council confirmed through Action Memorandum 19-30, which compared an in-house recruitment approach to that of a professional recruitment firm, the Council confirmed the processes with the professional recruitment firm;

WHEREAS, the Council can now, as a group, evaluate the three written quotes received by the City Clerk's Office and score them first, individually, then as a group mirroring the formal review processes for other City purchases;

WHEREAS, following the calculation of points, the Council will have the option to approve a contract with a firm at their June 11, 2019 Council Meeting, reducing the procurement process time, which would have otherwise extended through July, saving the City Council at least four weeks;

NOW, THEREFORE, BE IT RESOLVED that the Bethel City Council has evaluated the need for a timely and cost effective city manager recruitment process and has determined that the requesting of five quotes, with supporting proposals of work and the calculated evaluation of the three submissions received from professional recruitment firms that one, have experience in Alaska, two, have experience with local government and three, have reputable references from the municipal agencies the recruitment firms have served constitutes due diligence in ensuring the City is obtaining the best service at the best value and therefore authorizes the procurement process allowed by Bethel Municipal Code 4.20.170.

ENACTED THIS 21st DAY OF MAY 2019 BY A VOTE OF 5 IN FAVOR AND 0 OPPOSED.

ATTEST:



Lori Strickler, City Clerk

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Fred Watson, Mayor