

FILED
OFFICE OF THE CITY CLERK
OAKLAND

OAKLAND CITY COUNCIL


City Attorney

2010 APR 26 PM 1:45

RESOLUTION No. 87181 C.M.S.

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A TWO YEAR EXTENSION FOR EXISTING ON-CALL PROFESSIONAL SERVICES AGREEMENTS WITH (1) THE HAWKINS COMPANY AND (2) RALPH ANDERSEN & ASSOCIATES TO PROVIDE EXECUTIVE RECRUITMENT SERVICES AT A COST NOT TO EXCEED \$350,000 PER CONTRACT, WHICH IS AN INCREASE OF \$200,000 PER CONTRACT, FOR A TOTAL CONTRACTING COST NOT TO EXCEED \$1,000,000 THROUGH MARCH 1, 2021 AND WAIVING THE COMPETITIVE REQUEST FOR PROPOSALS/QUALIFICATIONS PROCESS.

WHEREAS, executive and senior level vacancies need specialized expertise and attention; and

WHEREAS, such specialized services can include confidential outreach to the targeted candidates, rigorous reference checks, extensive niche marketing efforts and compensation negotiation; and

WHEREAS, the City of Oakland does not possess such capabilities in-house; and

WHEREAS, it is in the interest of the City to utilize the professional services of executive recruitment firms to identify and screen desirable candidates for executive and senior level vacancies; and

WHEREAS, the City had undertaken an extensive Request for Proposal (RFP) process in July 2015 which resulted in the selection of four (4) firms in March 2016 including The Hawkins Company, Management Partners, Ralph Andersen & Associates and Avery and Associates, Inc., to provide executive recruitment services for the City; and

WHEREAS, Two of the four firms, The Hawkins Company and Ralph Andersen & Associates have reached the not to exceed amount of \$150,000; and

WHEREAS, the City urgently needs to have highly qualified executive recruitment firm available to conduct recruitments; and

WHEREAS, both firms, The Hawkins Company and Ralph Andersen & Associates have been vetted previously through a formal RFP process and have demonstrated a recruitment methodology and capability to assist the City in recruiting high caliber candidates; and

WHEREAS, it would be prudent and efficient for the City to continue to work with The Hawkins Company and Ralph Andersen & Associates on upcoming executive recruitments; and

WHEREAS, the Oakland Municipal Code section 2.04.051.A requires the City Administrator to conduct a Request for Proposal (RFP) process for professional services contract in excess of \$50,000 and Oakland Municipal Code section 2.04.051.B allows Council to waive the RFP requirements upon a finding by the Council that is in the best interest of the City to do so; and

WHEREAS, City staff recommends waiving the RFP requirements for this contract for the reasons stated above; now therefore be it,

RESOLVED, that the City finds and determines the forgoing recitals to be true and correct and hereby adopts and incorporate them into this resolution; and be it

FURTHER RESOLVED, that pursuant to Oakland Municipal Code section 2.04.051.B and for the reasons stated above and in the Human Resource Management Director's report accompanying this item, the City Council finds that is in the best interest of the City to waive the RFP requirements for this contract and so waives the requirements; and be it

FURTHER RESOLVED, that the City Council hereby authorizes the City Administrator to execute a two year extension for existing on-call professional services agreements with (1) The Hawkins Company and (2) Ralph Andersen & Associates to provide executive recruitment services at a cost of \$350,000 per contract, which is an increase of \$200,000 per contract, for a total contracting cost not to exceed \$1,000,000 through March 1, 2021; and be it

FURTHER RESOLVED, that based on information provided by the City Administrator, the Council finds that this contract is of a professional and temporary nature and shall not result in the loss of employment or salary by any person having permanent status in the competitive civil service; and be it

FURTHER RESOLVED, that the funding will be available from salary saving in departments seeking executive recruitment services upon the existence of such vacancies; and be it

FURTHER RESOLVED, that the City Attorney will approve the contracts as to form and legality and copies will be on file in the Office of the City Clerk.

MAY 15 2018

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, CAMPBELL WASHINGTON, GALLO, GIBSON MCELHANEY, GUIILEN, KALB, KAPLAN, ~~ALLEN~~

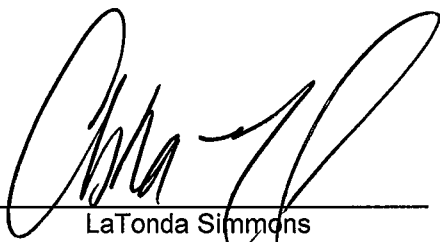
~~ABSENT~~ - 7

NOES - 0

ABSENT - 0

ABSTENTION - 0

Excused - Reed

ATTEST: 
LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California