

PURCHASING AWARD RECOMMENDATION

To: Council Chair
Through: Dave Somers, County Executive

Date: January 5, 2023

From: Purchasing Division

Bid No: RFP-22-016SB

General Legislative Session: January 11, 2023

Department: Purchasing

Product/Service: On-Call Recruiting Services

Funding: Varies

BRIEF DESCRIPTION:

A competitive Request for Proposals was issued for On Call Recruiting Services. The County frequently uses Executive Search firms to recruit and screen candidates for new and/or vacant leadership positions. In the past, each search was competed individually. This RFP establishes master agreements with several firms to be used by the County on an as needed or "on call" basis. The agreements are written to end on September 30, 2025, with option to extend for an additional two-year term and a not to exceed amount of \$200,000. Total expenditure amount is not known as services will only be delivered as needed.

In accordance with RFP No. 22-016SB, proposals were ranked using the following evaluation criteria:

- Experience and Similar Projects
- References and Success
- Services and Plan
- Price/Cost

PROPOSERS:

1. Enginuity Advantage	5. David Gomez Partners
2. CPS HR Consulting	6. JB Consulting
3. Reffett Associates	7. MB Diversity
4. ATTAC Group	8. Zensa

Eight firms responded to the RFP. **Enginuity Advantage**, **CPS HR Consulting**, and **Reffett Associates** were the highest ranked proposers and are recommended for award and master agreements.

AWARD AUTHORITY:

This purchasing award recommendation is before the County Council for approval to award in accordance with Snohomish County Code section 3.04.120, "Competitive bidding," and section 3.04.140(3) and (8), "Award, execution, by whom," which establish the County Council as the award authority for bids/contracts subject to bidding requirements greater than \$250,000. The County Council approves this purchasing award recommendation and authorizes the County Executive to execute Agreements and subsequent amendments for the products/services described above.

AWARD RECOMMENDATION:

The Purchasing Manager, or designee, has electronically recommended this bid award on ECAF 2022-0029.

The County Executive, or designee, has electronically recommended this award on ECAF 2022-0029.

APPROVED:

Jared Mead 1/11/2023
Council Chair Date