

EWEB Board Consent Calendar Request

For Contract Awards, Renewals, and Increases

The Board is being asked to approve a new contract with **Mycoff, Fry & Prouse LLC** for Management/Industry Expert Recruitment Services.

Backgrounder (if "yes," "See backgrounder information") No

Board Meeting Date: June 2, 2009

Project or Job Name: Expert Recruitment Services

Project Contact: Alison Lewis Ext. 3016

Purchasing Contact: Gail Murray Ext. 3254

Action Requested:

Contract Award
 Contract Renewal
 Contract Increase
 Other

Contract Amount:

Original Contract Amount: \$50,000

Additional \$ Previously Approved: \$

Invoices over last approval: \$

Percentage over last approval:

Amount this Request: \$50,000

Resulting Cumulative Total: \$50,000

Funding Source:

Budget
 Reserves
 New Revenue
 Bonding
 Other

Contracting Method:

Method of Solicitation: Exemption

If applicable, basis for exemption: Rule 6-0270 Class Exemption of Personal Services under \$150,000

Term of Agreement: June 3, 2009 through December 31, 2009

Option to Renew? No

Approval for purchases "as needed" for the life of the contract No

Form of Contract:

Single Purchase Services
 Personal Services
 Construction
 IGA
 Price Agreement
 Other

NARRATIVE:

The Board is being asked to approve a new contract with **Mycoff, Fry & Prouse LLC** for Management/Industry Expert Recruitment Services.

Mycoff, Fry, & Prouse, LLC is a recognized leader in the recruitment of executives, specialized management personnel, and industry experts in the electric and water industries. They have been in business for over 21 years and have extensive experience working with municipally-owned utilities. The Power Resources Division would like to contract with Mycoff, Fry, & Prouse to provide an extensive search for our vacant Power Operations Manager position.

EWEB and utilities across the nation have had difficulty filling recruitments for specific technical professionals of this nature, regardless of economic conditions. For example, within the last two years, EWEB was unsuccessful in filling the Real Time Supervisor, Senior Energy Resource Analyst, and Short-term Trader positions. Given the competitive nature of this market, the power industry experience and expertise required, and the projected retirements of Senior Level Management, it is essential that we use these services to assure the successful hire of this position.

The contract is specifically for this single recruitment. Actual cost of these services may vary based on the formula used for these kinds of services (percentage of annual salary). Staff believes total cost will be under \$50,000.

ACTION REQUESTED:

The Board is being asked to approve a new contract with **Mycoff, Fry & Prouse LLC** for Management/Industry Expert Recruitment Services. Funds for these services were budgeted for 2009.

SIGNATURES:

Project Coordinator: _____

Supervisor: _____

Purchasing Manager: _____

Division Director: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____