

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 No

Board Meeting Date: October 6, 2009

Project or Job Name: Executive Search Services

Project Contact: Christina Bennett Ext. 7381

Purchasing Contact: Gail Murray Ext. 7429

Action Requested:	
<input checked="" type="checkbox"/>	Contract Award
<input type="checkbox"/>	Contract Renewal
<input type="checkbox"/>	Contract Increase
<input type="checkbox"/>	Other

Contract Amount:

Original Contract Amount: \$70,000

Additional \$ Previously Approved: \$

Invoices over last approval: \$

Percentage over last approval:

Amount this Request: \$70,000

Resulting Cumulative Total: \$70,000

Funding Source:	
<input checked="" type="checkbox"/>	Budget
<input type="checkbox"/>	Reserves
<input type="checkbox"/>	New Revenue
<input type="checkbox"/>	Bonding
<input type="checkbox"/>	Other

Contracting Method:

Method of Solicitation: Exemption

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

Term of Agreement: November 1, 2009 - June 30, 2010

Option to Renew? No

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

Form of Contract:	
<input type="checkbox"/>	Single Purchase
<input type="checkbox"/>	Services
<input checked="" type="checkbox"/>	Personal Services
<input type="checkbox"/>	Construction
<input type="checkbox"/>	IGA
<input type="checkbox"/>	Price Agreement
<input type="checkbox"/>	Other

NARRATIVE:

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

At its September 1, 2009, meeting, the Board directed staff to prepare a contract to retain an executive recruitment firm to provide services related to the replacement of EWEB's General Manager.

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.

Staff has negotiated a contract with Mycoff, Fry & Prouse LLC specifically for the General Manager 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 for fees and expenses will be under \$70,000.

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 2010.

SIGNATURES:

Project Coordinator: _____

Supervisor: _____

Purchasing Manager: _____

Division Director: _____

General Manager: _____

Board Approval Date: _____

Secretary/Assistant Secretary verification: _____