



REVISED

ACTION ITEM

June 21, 2023

TO: Board of Directors

FROM: Ad Hoc Committee: (President Yoo Schneider & Directors McVicker and Thomas)
 Staff Contact: Cathy Harris, Director of Human Resources

SUBJECT: **Award Contract for Executive Search Firm Services for the General Manager Recruitment**

AD HOC COMMITTEE RECOMMENDATION

The Ad Hoc Committee recommends the Board of Directors authorize the President of the Board to enter into a consulting services agreement for the District’s General Manager recruitment, with Colleague, LLC, based upon 25% of the first-year guaranteed earnings of the successful candidate, calculated to be approximately \$79,000, plus reimbursable expenses, as outlined in the proposal.

COMMITTEE RECOMMENDATION

Committee recommends (To be determined at Committee Meeting)

DETAILED REPORT

The Ad Hoc Committee consisting of President Yoo Schneider and Directors McVicker and Thomas worked with the Director of Human Resources to draft a Request for Proposal (RFP) and to issue the RFP to a list of executive search firms recommended by Board members, other agencies, and staff. The RFP was issued on May 11th and sent to 12 executive search firms with a submission due date of June 2nd. The RFP was also posted on the District website. A total of 6 firms responded with proposals ranging from \$25,000 to \$104,000.

Budgeted (Y/N): N	Budgeted amount: 0	Core X _	Choice _
Action item amount: \$79,000			
Fiscal Impact (explain if unbudgeted): Funds to cover this expense will be taken from Reserves.			

On June 12th, the Ad Hoc Committee convened to assess the proposals submitted in response to the RFP, evaluating them against the specified criteria. After thorough review, the Committee unanimously recommends Colleague, LLC as the preferred choice to handle the recruitment for the District's General Manager position. Colleague's proposal stood out as the most comprehensive, encompassing various aspects such as fees for meetings with the Board, Member Agencies, and staff. Additionally, their thoughtful approach to recruitment, effective utilization of technology, and implementation of assessments, such as DISC assessments, to evaluate a candidate's workstyle, strengths, and communication style, set them apart from other contenders. Notably, Colleague's proposal not only excelled in its comprehensiveness but also included many services and deliverables that were considered additional costs by the other proposers.

The following identifies some of the key components that makes Colleague stand out above all others:

Colleague is uniquely positioned in the marketplace to attract the most highly qualified leaders for the MWDOC role. Colleague's unique philosophy and point of view about talent acquisition will help Colleague attract and place a General Manager who is a strong, proven leader, able to steer the District into the next phase of its development.

- Colleague organically approaches every search with the goal of presenting a slate of candidates who are truly energized by the opportunity, and capable of leading and dealing with employees, leaders, and stakeholders with a myriad of capabilities and concerns.
- There is no "one size fits all" process at Colleague. They adjust their approach based on the unique needs of every organization, in consultation with their clients.
- To Colleague, talent acquisition is both a research practice and a sales practice, both a science and an art. They have the tools to do a deep dive into the competitive marketplace to surface the best candidates for their clients. That's the science of what they do. But Colleague is also aware that identifying the right candidates is not equal to attracting and landing the right candidates. This is where Colleague differentiates itself from other executive placement firms. And this is where the art comes in. A candidate's first conversation about a role sets the stage for all future conversations. It can intrigue and excite them, or it can leave them deflated or uninterested. Colleague approaches this first meeting with the enthusiasm of a brand ambassador, having honed their knowledge of their clients' priorities, pain points, and overall goals well beforehand. Colleague wants their candidates to see what Colleague sees in their clients. And they want them to want to work there. Colleague's approach is always informed, optimistic and energized.
- Colleague will lean into their personal and professional connections with executives across the nation in every industry, but particularly in the resource management and government sectors. This includes executives at: relevant federal agencies; private sector companies and institutions at the leading edge of environmental technology; decision makers in local and state agencies,

authorities, and departments; elected officials who impact resource management; and non-profits and NGOs that maintain significant physical premises.

- Colleague utilizes productivity and teamwork tools (such as DISC assessments) to get an overview of the existing workplace environment, and to uncover the nuances of personality and approach that the ideal candidate should possess. These tools also help existing employees gain insight into their own practices and approach - why they do what they do, how they do it, and where they can grow - and can prove extremely valuable as Colleague seeks to gain consensus from multiple stakeholders on the new, senior leader.
- Colleague's approach to client service is second to none. They respond fast, work hard, pivot quickly, and are wholly dedicated to their clients' needs.

AD HOC RECOMMENDATION

Option #1 - Authorize the President of the Board to enter into a consulting services agreement for the District's General Manager recruitment, with Colleague, LLC, based upon 25% of the first-year guaranteed earnings of the successful candidate, calculated to be approximately \$79,000, plus reimbursable expenses, as outlined in the proposal.

Option #2 – Do not approve the Ad Hoc Committee's recommendation and return the process to the Committee for further discussion.