

Mayor and Council Communication

DATE: 04/07/20

M&C FILE NUMBER: M&C 20-0225

LOG NAME: 14MACKENSIE_EASON_AMENDMENT

SUBJECT

Authorize Execution of an Amendment to City Secretary Contract No: 48121 with Mackenzie Eason and Associates, LLC to Increase the Total Amount of Compensation for the Professional Services from \$250,000.00 to \$350,000.00 Per Term (ALL COUNCIL DISTRICTS)

RECOMMENDATION:

It is recommended that the City Council authorize execution of an amendment to City Secretary Contract No. 48121 with Mackenzie Eason and Associates, LLC to increase the total amount of compensation for professional services from \$250,000.00 to \$350,000.00 per term.

DISCUSSION:

The City of Fort Worth currently uses talent acquisition services to fill various positions throughout the City. For executive level talent acquisition services, the City has used Mackenzie Eason and Associates, LLC (MEA) for a majority of its higher level recruitment needs. The City originally entered into an agreement with MEA in 2016 under City Secretary Contract No. 48121 for a total compensation amount per term not to exceed \$250,000.00. The initial term was for one year with the option of four one year renewals. The City is currently in its fourth term under the contract with one more term remaining for next year if the City so desires to move forward.

Last year, this Agreement was administratively amended to increase the amount of compensation for that particular term to \$350,000.00 due to higher use of the agreement between the multiple departments.

This year there is only \$50,000.00 left for the current term under this agreement and there is still 5 months left in the term. This shows that last year's increase was not a one time increase in use, but that multiple departments are relying on these services more and more. Due to this increase, the Human Resources Department is requesting that the overall amount to be paid for these services under the agreement be increased to \$350,000.00, not only for this term, but also for the last remaining term that will begin later this year. It should be noted that these are largely unbudgeted expenses, and when incurring these costs, departments should make every effort to find savings/offset these costs within their own budget.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating budgets, as appropriated, in the participating departments' Operating Funds to support approval of the above recommendation and execution of the amendment. Prior to any expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

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