

**OFFICE OF THE CITY MANAGER
DES MOINES, IOWA**

**CITY COUNCIL COMMUNICATION 97-233
APRIL 28, 1997 AGENDA**

SUBJECT:	TYPE:	SUBMITTED BY:
SELECTION OF SEARCH FIRM FOR INFORMATION TECHNOLOGY DIRECTOR AND HUMAN RESOURCES DIRECTOR RECRUITMENTS	◆ RESOLUTION ORDINANCE RECEIVE/FILE	LYNN LESLIE PERSONNEL/CIVIL SERVICE ADMINISTRATOR

SYNOPSIS —

It is recommended that the Executive Search Division of the Des Moines Office of McGladrey & Pullen, LLP, Certified Public Accountants and Consultants, be retained to conduct recruitments for Information Technology Director and Human Resources Director. It is recommended that the City Manager be authorized to contract with McGladrey and Pullen in the amount of \$27,000 (\$13,500 for each recruitment) plus out-of-pocket expenses for these recruiting services.

FISCAL IMPACT —

Funding will come from a reallocation of existing salaries resulting from position vacancies and the reorganization of the information technology function.

RECOMMENDATION —

Approval.

BACKGROUND —

Requests for proposals were distributed to twelve search firms seeking bids to conduct recruitments for Information Technology Director and Human Resources Director. Five requests were sent to local firms and seven to firms outside the Des Moines area. Bids were received from eight of the twelve firms contacted.

McGladrey & Pullen was selected because it is a local consultant having significant expertise in recruiting for these types of positions along with a national presence particularly among information technology professionals. The fee proposed is competitive with the other firms which submitted bids.