

TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Consideration of Approval of the Contract and the Award of RFP 2020-0002 for Executive Search Firm Services to Colin Baenziger and Associates

AGENDA ITEM ID

2020169

DEPARTMENT

Town Manager/Human Resources

STAFF RECOMMENDED MOTION

Staff recommends approval of the contract and the award of RFP 2020-0002 for Executive Search Firm Services to Colin Baenziger and Associates.

SUMMARY

At the July 6, 2020 Commission Workshop Meeting, the Lady Lake Town Commission came to a consensus that they would like to seek outside applicants to fill the soon to be vacant Town Manager position with the resignation of Kris Kollgaard. It was the direction of the Commission to contact the Range Riders to assist with these services. Subsequently, upon the recommendation of the Range Riders, the Town Commission then decided to release a Request for Proposal (RFP) to hire a professional firm to perform Executive Search Firm Services for the position of Lady Lake Town Manager.

The RFP was released on August 23, 2020 and was closed on September 14, 2020. Of the nine proposals received, the Selection Committee for RFP 2020-0002, also being the Town Commission, selected Colin Baenziger and Associates as the finalist by a unanimous vote at their meeting on October 6, 2020.

Attached is the draft contract from Colin Baenziger and Associates for the Commission's consideration. The Town Attorney has reviewed and approved this contract to form.

FISCAL IMPACT

\$26,500

SOURCE OF FUNDING

Contingency funds

FUNDING ACCOUNT

001-1302-513-5210

TC/ns