

MIAMI BEACH

City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139, www.miamibeachfl.gov

COMMISSION MEMORANDUM

TO: Mayor Dan Gelber and Members of the City Commission

FROM: Raul Aguila, City Attorney
Rafael Granado, City Clerk

DATE: October 28, 2020

SUBJECT: **REQUEST FOR LETTERS OF INTEREST (RFLI) No. 2020-036-KB, FOR EXECUTIVE RECRUITMENT SERVICES TO ASSIST WITH THE SELECTION OF THE CITY'S NEXT CITY MANAGER**

Background

The City Commission, at its October 14, 2020 meeting, directed City staff to initiate an expedited process to seek Letters of Interest from top executive recruitment/search firms to assist with the selection of the City's next City Manager. Request for Letters of Interest (RFLI 2021-036 KB) was prepared and sent on October 15, 2020 to 61 top firms for their consideration. On October 16, 2020, LTC No. 365-2020 was issued, which included the RFLI (See Exhibit A). The RFLI incorporates the Mayor and City Commission's comments from the October 14, 2020 City Commission meeting.

Analysis

On October 23, 2020, proposals were received from the following eight firms:

- Affion Public
- Colin Baenziger & Associates
- David Gomez Partners
- DHR International
- Gov HR USA
- The Mercer Group
- Ralph Andersen & Associates
- Slavin Management Consultants

The City Attorney, the City Clerk, and the Procurement Director have reviewed the responses received and recommend, based on direct city manager/public sector chief executive officer search/recruitment experience with local government or world-class municipalities most similar to the City of Miami Beach, that the following two firms be short-listed in the following ranked order for further consideration by the City Commission:

1st Ranked - Colin Baenziger & Associates

2nd Ranked - Ralph Andersen & Associates

Further, based on the City's Human Resources Director's direct experience with the following two firms, as well as each firm's Florida experience, it is recommended that the following firms also be short-listed for further consideration by the City Commission.

3rd ranked (tied) - The Mercer Group

3rd ranked (tied) - Slavin Management Consultant

The costs submitted by each firm are included in Exhibit B.

Conclusion

The proposals submitted by each of the four short-listed firms (Colin Baenziger & Associates; Ralph Andersen & Associates; The Mercer Group; Slavin Management Consultant) are attached for the City Commission's review and consideration. Each firm has been notified that it should be prepared to provide a brief presentation (10 minutes maximum) to the City Commission at its meeting scheduled for Wednesday, October 28, 2020.

The proposals submitted by the other four firms not short-listed are available to the City Commission upon request.