

CONSENT ITEM

CONTRACT ID:	Retained Recruitment Services - Executive and Professional, Six Month Contract Extension Contract Numbers – 13-13-0017-02 through 13-13-0017-07 Vendors: Humanitarian Resources Group, I-TECH Resources Inc., Jacobson Executive Search Inc., Korn Ferry International, Lear and Associates, and PMG Employment Consultants.
BUDGETED	Yes. Funding is budgeted on an annual basis, and anticipated expenditures will be requested in the applicable 2020 Annual Operating Budget.
CONTRACT AMOUNT	This Consent Item is not requesting an increase to the contract amount previously approved. The Board of Governors approved a contract amount of \$450,000 on September 20, 2013. The contracts have not incurred any spend.
CONTRACT HISTORY	These contracts for Retained Recruitment Services were competitively procured pursuant to Request for Proposal No. 13-0017, dated July 1, 2013. The contracts will expire on January 1, 2020. Citizens Purchasing Policy and Section 287.057, F.S. both allow the contracts to be extended for up to six additional months, subject to the same terms and conditions set forth in the original contract and any amendments. The contracts were approved by the Board on September 20, 2013. Although these contracts have not been used, it is important that contracted recruitment services be available if needed between January and June 2020.
CONTRACT TERM(S)	The requested six-month extension will be from January 2, 2020 through June 30, 2020, for those vendors who are agreeable to extending their contract on the same terms including pricing. The initial three (3) year term for these contracts was January 2, 2014 through January 1, 2017, with renewals expiring on January 1, 2020.
PURPOSE/SCOPE	This Consent Item seeks Board approval for a six-month extension of the current Retained Recruitment Services contracts. The extension will provide the required time to complete a competitive solicitation to procure replacement contracts. Timely access to these services is important as executive level positions serve a vital part of Citizens' long term, multi-faceted Talent Acquisition Strategy and continuation of business. These firms are industry leaders in the recruitment of executive and professional personnel.
PROCUREMENT METHOD	The contracts will be extended in accordance with Citizens' Purchasing Policy and Section 287.057(12), Florida Statutes.
RECOMMENDATION	It is requested that the Citizens Board of Governors: a) Approve a six (6) month extension of the Retained Recruitment Services – Executive and Professional contracts through June 30, 2020, for the six (6) contracted vendors as listed in the Contract ID above; and b) Authorize Citizens to take any appropriate or necessary action consistent with this Consent Item.
CONTACTS	Violet Bloom, Chief of Human Resources Silvana Iuretig, Director, Talent Acquisition