

**Washington Metropolitan Area Transportation Authority
Board Action/Information Summary**

<input checked="" type="checkbox"/> Action <input type="checkbox"/> Information	MEAD Number: 99865	Resolution: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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PURPOSE

To request approval to initiate and award a competitively negotiated procurement for multiple contracts for employment search firm services for the purpose of identifying qualified candidates for senior level and scarce-skill level, for one base year and two option years.

DESCRIPTION

The purpose of this action is to seek the approval to initiate and award a competitive negotiated procurement for multiple contracts for employment search firm services for the purpose of identifying qualified candidates for senior level and scarce skill level for one base year and two option years. Employment search consultants provide expertise in direct solicitation and networking for the conduct of a national search over a short period of time to identify and select highly qualified managerial and scarce-skill candidates for consideration. Senior managerial skills and scarce skills needed by the Authority are not reliably attracted through traditional advertising and Authority recruiting methods. The techniques of employment search consultants more efficiently tap successful senior level not actively seeking a change. The cost for employment search consulting services for FY08 will depend on vacancies for search services to support senior level and scarce-skill filling. It is recommended that \$250,000 be initially authorized to cover potential critical vacancies during FY08.

FUNDING IMPACT

There is no impact on funding, the money was approved in the FY08 budget and is available for this specific task.

Budget: Operating Budget 2008

Project: Employment Search Services, Consultants

Budget Information:	FY08	FY09	FY10
Budget Amount:	\$485,000	N/A	N/A
This Action:	\$250,000	\$300,000	\$350,000
Prior Obligations:	0	N/A	N/A
Subtotal:	<u>\$250,000</u>	<u>N/A</u>	<u>N/A</u>
Remaining Budget:	\$235,000	N/A	N/A

RECOMMENDATION

That the Board approve this action to initiate and award a competitively negotiated procurement for multiple contracts for employment search consulting services for one base year and two option years.