



Legislation Details (With Text)

**File #:** O-123-24      **Version:** 2      **Name:**

**Type:** Ordinance      **Status:** Approved

**File created:** 3/12/2024      **In control:** Human Resources Department

**On agenda:** 4/10/2024      **Final action:** 4/10/2024

**Title:** Authorizing the Mayor to enter into a Professional Services Agreement with Ralph Andersen & Associates, for the recruitment, evaluation, and screening of applicants for the position of Director of the Department of Public Utilities; authorizing the expenditure of funds not to exceed \$50,000 in payment of services; waiving the competitive procurement requirements of TMC 187; and declaring an emergency.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Video: City Council 4/10/2024

Date	Ver.	Action By	Action	Result
4/10/2024	2	City Council	Emergency	Pass
4/10/2024	2	City Council	Passage	Pass
3/27/2024	2	City Council	First Reading	Pass

Executive Search for DPU Director  
 Human Resources  
 Michael Niedzielski (x2182)  
 Revised

**Authorizing the Mayor to enter into a Professional Services Agreement with Ralph Andersen & Associates, for the recruitment, evaluation, and screening of applicants for the position of Director of the Department of Public Utilities; authorizing the expenditure of funds not to exceed \$50,000 in payment of services; waiving the competitive procurement requirements of TMC 187; and declaring an emergency.**

**SUMMARY & BACKGROUND**

The City seeks to enter into a contract with executive search consultants, Ralph Andersen & Associates, for the recruitment, evaluation, and screening of applicants for the position of Director of the Department of Public Utilities. This position is vital to the operation of the City and with the imminent retirement of the incumbent director, candidates need to be identified and the position needs to be filled as expeditiously as possible. Ralph Andersen & Associates is best-suited to achieve the City’s objective of filling this critical job. The City previously contracted with Ralph Andersen & Associates for the Police Chief process in 2022-2023. The agreement will be for a term not to exceed one year.

NOW THEREFORE Be it ordained by the Council of the City of Toledo:

SECTION 1. That the Mayor is authorized to enter into a professional services agreement with Ralph

Andersen & Associates for the recruitment, evaluation, and screening of applicants for the position of Director for the Department of Public Utilities for a term not to exceed one year and upon other terms and conditions deemed proper and requisite according to the Mayor, Director of Law, and the Director of Human Resources.

SECTION 2. That the sum of \$50,000 is authorized for expenditure from the General Fund, Account Code 1001-17100-1156001STDSTD, for payment for professional services authorized in Section 1.

SECTION 3. That Council finds and determines it is in the best interest of the City to waive the competitive proposal requirements of TMC 187 for the reason that the above-referenced position needs to be filled in an expeditious manner and Ralph Andersen & Associates is best situated to help the City meet its objectives of filling these positions based on their experience with the City's executive exempt selection and evaluation process.

SECTION 4. That the Director of Finance is authorized to draw his warrant or warrants against the above account code in payment of obligations as authorized in an amount not to exceed \$50,000 upon presentation of the proper voucher or vouchers.

SECTION 5. That this Ordinance is declared to be an emergency measure and shall be in force and effect from and after its passage. The reason for the emergency lies in the fact that same is necessary for the immediate preservation of the public peace, health, safety and property, and for the further reason that the Ordinance must be immediately effective in order to maintain services beneficial and necessary to the City and its employees.

Vote on emergency clause: yeas 11, nays 0.

Passed: April 10, 2024, as an emergency measure: yeas 11, nays 0.

Attest:

Julie A. Gibbons  
Clerk of Council

Carrie Hartman  
President of Council

Approved:

April 11, 2024  
Wade Kapszukiewicz  
Mayor