

Following a Work Session meeting, the City Council Regular Session meeting was called to order at 7:00 P.M., by Mayor Hagan, with Councilors Ferguson, Drexel, Morrison and Schwartz present along with City Attorney Fogo, Interim City Manager Achen, City Clerk Davidson, Acting City Manager Robinson, Finance Director Cowan, WSCU Liaison Alejandre, and the press. A Council quorum was present.

Consideration of Minutes of January 12, 2016, Regular Session Meeting.

Councilor Drexel moved and Councilor Morrison seconded the motion to approve the January 12, 2016, Regular Session meeting minutes as submitted.

Roll call vote, yes: Ferguson, Drexel, Hagan, Morrison, Schwartz. So carried.

Roll call vote, no: None.

Pre-Scheduled Citizens: None.

Unfinished Business: None.

New Business:

Action on 2016 Contracts for Service and Continuing Challenge Grants. The following Contracts for Service are under consideration:

Center for Adult & Family Education 1,500
Colorado Water Workshop 1,000
Gunnison Council for the Arts (Gunnison Arts Center) 25,000
Gunnison Country Food Pantry 5,000
Gunnison County Pioneer and Historical Society 5,000
Gunnison Nordic Club, Inc. 1,000
Gunnison Valley Animal Welfare League 1,000
Gunnison Valley Health Foundation 1,800
Gunnison Valley Regional Housing Authority 36,000
Project Hope 1,500
SafeRide of Gunnison, Inc. 4,000
Six Points Evaluation & Training, Inc. 2,500
Western State Colorado University Communications 10,000
TOTAL \$95,300

Councilor Morrison moved and Councilor Ferguson seconded the motion to authorize the Mayor's signature on the Memorandums of Agreements and to authorize the release of the budgeted 2016 funds for the programs.

Roll call vote, yes: Drexel, Hagan, Morrison, Schwartz, Ferguson. So carried.

Roll call vote, no: None.

Action on 2016 Continuing Challenge Grants. The following Continuing Challenge Grants are under consideration:

Gunnison Country Chamber of Commerce (Chamber Holidays) 2,000
Cattlemen's Days, Inc. 7,500
Gunnison Car Club 1,000
Rotary Club of Gunnison Fishing Tournament 750
Gunnison River Festival 2,000
TOTAL \$13,250

Councilor Ferguson moved and Councilor Schwartz seconded the motion to authorize the Mayor's signature on the Continuing Challenge Grants and authorize the release of the budgeted 2016 funds for the programs.

Roll call vote, yes: Hagan, Morrison, Schwartz, Ferguson, Drexel. So carried.

Roll call vote, no: None.

Set Public Hearing on White Porch LLC dba Hashish Hut Retail Marijuana Store Application, 827 N. Main Street in Gunnison, for 7:00 P.M., February 23, 2016. City Clerk Davidson informed Council the applicant has submitted the required City application, Staff and the City Attorney have reviewed the application, the City fees have been paid, and the applicant

has received a conditional State license approval. Therefore, Staff is recommending a Public Hearing be set on the application for 7:00 P.M. on February 23, 2016.

Councilor Morrison moved and Councilor Schwartz seconded the motion to set a Public Hearing on the retail marijuana store license application from White Porch LLC dba Hashish Hut, 827 N. Main Street, in Gunnison for 7:00 P.M., February 23, 2016, in the City Council Chambers of City Hall, 201 W. Virginia Avenue in Gunnison.

Roll call vote, yes: Morrison, Schwartz, Ferguson, Drexel, Hagan. So carried.

Roll call vote, no: None.

Resolutions and Ordinances: None.

City Attorney Kathleen Fogo: no report.

Interim City Manager Mark Achen reported he is happy to be here. He has had a lot of meetings in the last week. The Public Works crew pulled the ice from the gutters and then had more snow to remove. Sales tax is up in November and up year-to-date. The 2016 Budget will be available on-line by the end of the week and the hard copies will be available in the next couple of weeks. The CML Legislative Workshop in in Denver on February 11th. He will be gone the next two weeks and Police Chief Robinson is the Acting City Manager in January and CD Director Steve Westbay will be Acting Manager in February.

Acting City Manager Police Chief Keith Robinson: Semi-Annual Departmental Report. Chief Robinson indicated his semi-annual report was included in the Council packet. It is essentially a compilation of the yearly activities in the department. Items discussed by the Police Chief included: there was little employee turnover in 2015; a new dispatcher was hired to fill one vacancy; the Department utilized vehicle registration-generated funds from the Police Officer Standards and Training (POST) Fund to pay for 927 hours of training needs for sworn officers; the new Lexipol Policy System was funded at \$4950 from POST funds; Neighborhood Services handled 324 animal complains and 30 vicious animal calls in 2015 with 172 dogs and 23 cats placed in the shelter; 168 dogs and 12 cats were returned to their owners and the others adopted; no animals were euthanized in 2015; the Department had contact with 209 primary and secondary crime victims; Part A crimes again person had a clearance of 87% in 2015 and property crimes saw a 27% clearance rate. The numbers of serious crime, such as homicide, robbery or sexual assault remain low and those categories are reported monthly to CBI; a VALE Grant was received and funded, along with other user agency fees, the new Victims Advocate program; a patrol officer has been assigned the additional duties of targeting marijuana and liquor licensing laws compliance; advertising for the new patrol officer is underway and the new Neighborhood Services Officer, who will be more pro-active in following up on nuisance complaints, will be hired in 2016.

City Clerk Gail Davidson: reported the City has received two proposals from the City Manager Executive search firms. The deadline is 5pm, Thursday, February 4th.

Western State Colorado University Student Liaison Alex Alejandre. Alex informed Council the following: there will be a presentation on mapping of the Gunnison Country on Wednesday evening at the library; a pool party will be held on Thursday night; the SGA will be conducting elections for a new senator and they are receiving applications at this time; and Crested Butte is in the running for Best Ski Town so everyone should vote for them.

Non-Scheduled Citizens: None.

City Council Discussion, Meeting Reports, Items for Work Session:

Councilor Drexel: reported the following: Region 10 received a DOLA Grant in an amount of \$26,000 to fund the Small Changes Mini-Grant program; projects funded by these \$5,000 mini-grants must be completed by December 21, 2016; He spoke with CFGV Director Pam Montgomery and he will be serving on the Gunnison Memorial Scholarship committee after Sharon Cave steps down on April 21st; he attended the all-day Gunnison Housing Foundation meeting on Friday and learned a lot about housing; one affordable housing issues is its acceptance by neighbors when it is built in the community; and education needs to be conducted and the design

needs to fit into the community. Lastly, Councilor Drexel commended the Public Works crew on clearing the snow from the streets. It is a big job.

Councilor Ferguson: reported he attended the OVPP affordable housing sub-committee meeting where funding mechanisms were discussed. Councilor Ferguson also was told the Gunnison Chamber Board no longer wants to have a City Council representative on their Advisory Board. They were interested in having the City Event Coordinator as a Board representative. Discussion ensued including the following: the first check cycle for Visitor Center funding will be in April; the new Visitor Center oversight committee will be in-place in April; the City Event Manager would be an asset for operations-type information but a City Councilor should be present for policy-type issues; the Chamber By-Laws do not require a City Councilor on the Advisory Board; the City helps fund not only the Visitor Center operations but other Chamber functions; and Council asked that a letter be drafted inviting the Chamber Board to a work session meeting to discuss this issue. City Clerk Davidson said she would draft a letter.

Councilor Schwartz: reported he attended relatively few meetings. He did attend the CDOT phone conference meeting last Friday. It was an informational call to keep CDOT in the loops on the streets design work taking place by the consultants. Parking protected bike lanes and the demonstration projects in Boulder, were discussed at that meeting. Councilor Schwartz stated he is unhappy to learn the availability of bicycle transportation project funds from the Governor's Office is already spoken for. He attended the website demonstration meeting last week and he hopes to see more for the re-design of the City website. Lastly, Councilor Schwartz asked that a discussion on the creation of a Parks & Recreation Commission, who would make recommendations to Council on how to spend Park & Recreation tax funds, be placed on a future work session agenda.

Councilor Morrison: informed Council she too attended the CDOT phone conference meeting. The discussion on the uniformity of signage was valuable. She attended the Chamber Board meeting and they are still looking for an Executive Director. They have received 8 applications. The Chamber will basically hold the same events this year as in 2015. She met with Airport Manager Rick Lamport and learned about airport functions, the Master Plan being developed, and the private airport functions. Councilor Morrison stated the private facility has potential for economic development. The Airport would like to have the City involved with corridor upgrades and improvements to signage. There will be a Chamber-sponsored workshop for local businesses on understanding unemployment insurance for employers on February 3rd starting at 9am at the County's Fred Field Center.

Mayor Hagan: stated he too attended the CDOT meeting. He attended the OVPP Health Sub-Committee meeting. On Thursday night he attended the Upper Gunnison District meeting where it was reported the Basin's snowpack is above average. The Water District is looking at conducting a water resources inventory that will include identifying water uses in the valley. They will start with the Slate and Ohio Creek. Water uses can be contentious.

Adjournment: Mayor Hagan called for any further discussion from Council, Staff or the public, and hearing none, adjourned the Regular Session meeting at 7:52 P.M.

Mayor

City Clerk

2015 by the Numbers: Gunnison County Libraries

Gunnison County Libraries had a banner year in 2015 with an increase in both circulation (items checked out) and visits. We rolled out new services such as e-magazines, scheduled tech appointments, museum pass checkout and weekly after-school STEAM programs.

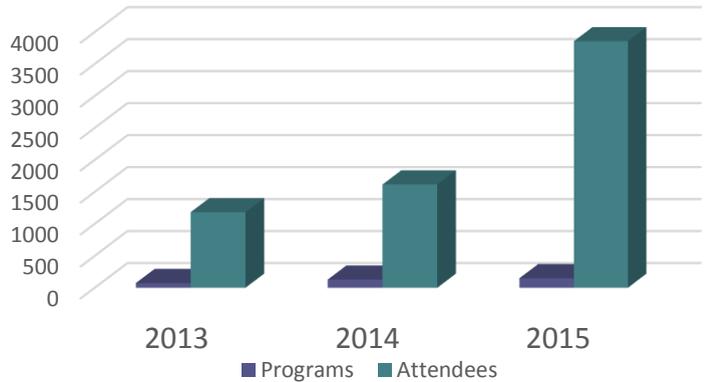
169,466 visits 8% since 2013

454 children's programs

serving **8,446**
kids and parents!

Huge growth in adult
program attendance
with **3,855** attendees

Adult Programs




143,939
items
circulated

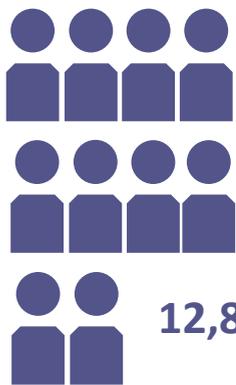


3,474
reference
database
searches



11,891 e-materials borrowed

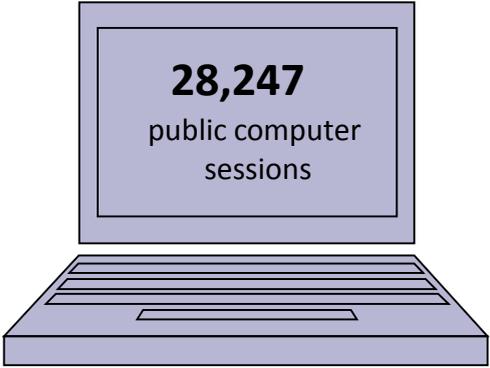
196 local museum passes
checked out



108
1-on-1
Tech
appointments



12,848 library cardholders



28,247
public computer
sessions

In their own words...

Here's what patrons have to say about Gunnison County Libraries:

98% of caregivers said storytime aided their child's development in alphabet skills and/or counting skills. - Storytime Survey

Top reasons participants attended adult programs-- **enhance knowledge** on a topic and **satisfy curiosity** (and free doesn't hurt either!) - Adult Program Survey

"I'm learning more basic skills and also learning to be more confident with my computer use."

"Staff was great. I'm a senior and the librarian helped me get a job and learn my equipment."

-1-on-1 Tech Participants

42 average number of ESL students served each semester in 2015.

-Center for Adult & Family Education



To: City Councilors
 CC: Interim City Manager
 From: City Clerk Gail Davidson
 Date: February 4, 2016
 Re: City Manager Recruitment Services

The City-developed “Request for Proposals” (RFP) for new City Manager Recruitment Services became available on January 6, 2016. The deadline for proposals was 5:00 P.M., Thursday, February 4, 2016. The RFP required the submittal of an electronic RFP, emailed to the City Clerk, and 7 hardcopies of the proposal.

Eleven firms responded to the RFP. Please refer to the table below. Of those, five were not initially contracted by the City but responded to the RFP placed on the City website. One of the responding firms did not submit the requested electronic version of their proposal and one did not send the required hardcopy versions. Staff scanned and copied these two proposals for packet inclusion. Rejection of a Proposal due to noncompliance with the terms of the RFP is at the discretion of Council.

Proposals received; (new indicates not originally contacted by City w/RFP)

Firm Name	electronic	Hardcopy
David Gomez & Associates Inc. (new)	1/25/16	1/25/16
Slavin Management Consultants	1/22/16	1/26/16
Austin Peters Corporation, Inc. (new)	1/28/16	2/01/16
Decca Consulting LLC (new)	2/01/16	didn't send
Mercer Group Inc.	2/02/16	2/04/16
Waters & Co. (new)	2/02/16	2/04/16
The Novak Consulting Group	2/02/16	2/04/16
Strategic Government Resources	2/02/16	2/04/16
Bob Murray & Associates	2/02/16	2/03/16
CPS HR Consulting (new)	didn't send	2/03/16
Prothman Company	2/04/16	2/04/16

Finance Director Ben Cowan and I have reviewed the eleven submitted proposals for their compliance with the terms of the RFP. The matrix notes if required information was not included and an “x” denotes inclusion in the submitted proposal. No prioritization or rating was included in the matrix. The matrix and the RFP are attached to assist you with your analysis of the Proposals. Please let me know if you have any questions. Thank you. Gail



CITY OF GUNNISON, COLORADO

REQUEST FOR PROPOSALS FOR CITY MANAGER RECRUITMENT SERVICES

January 6, 2016

201 WEST VIRGINIA AVENUE
PO BOX 239
GUNNISON, CO 8123

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I. INVITATION TO SUBMIT PROPOSALS

Date of Request: January 6, 2016

Due Date for Proposals: February 4, 2016 at 5:00 pm MST

The City of Gunnison, Colorado, respectfully requests proposals for the City Manager Recruitment Services from qualified consultants ("Consultants"). The selected Consultant will assist the City's Mayor/City Council on the project that is discussed further in this request for proposal (the "RFP").

II. PROJECT BACKGROUND, DESCRIPTION AND SCOPE OF WORK

A. PROJECT BACKGROUND AND DESCRIPTION

The City of Gunnison, Colorado is seeking consulting services to assist with the national recruitment, evaluation and selection of a new City Manager. The current City Manager is retiring after nearly 35 years with the organization in January 2016 (the last 10 being in the position of City Manager).

An interim manager has been appointed for up to 180 days according to the City of Gunnison Municipal Home Rule Charter.

B. SCOPE OF WORK TO BE PERFORMED

Included with the RFP are the detailed minimum scope of services and tasks to be completed by the Consultant. It is not the intent of the City to outline a rigid scope of tasks as part of this RFP. The Consultant is encouraged to develop a comprehensive approach with City staff throughout the project that includes step-by-step interim deliverables and workshops. That being stated, the minimum scope of services is provided to help further define the City's expectations and goals for this project.

III. SPECIAL INSTRUCTIONS TO SUBMITTERS

The City of Gunnison will be accepting proposals for consulting services for the recruitment of a City Manager.

The City is interested in retaining services of a company, or an individual, that has executive recruitment expertise relative to City government executive positions, has considerable knowledge of how to conduct an executive recruitment (again specific to City government positions), has the ability to recruit a diverse set of qualified applicants with respect to minorities and women, and can successfully conduct an effective, timely nationwide recruitment.

A. REQUIRED ELEMENTS

All proposals shall include the following elements as outlined below:

1. Assist with creating a position profile for the ideal candidate that includes the City Charter guidelines for hiring a city manager, years of experience and education required, desired personality, work habits and people skills, and summary of the City and community attributes and challenges.
2. Include a suggested plan for advertisement for the position from the job description – print, internet, direct mailing, professional publications, targeted calls, etc. Proposals should identify specifics on the Consultant’s plan for national recruitment.
3. Conduct a nationwide search for qualified candidates including advertising and recruitment.
4. Review and screen applications and resumes. Identify review and screening methods.
5. Create a candidate list for Council to review, providing the City with seven (7) binders of all applications.
6. Conduct reference and background checks on candidates – include details as to the components of the reference and background checks, and at what point in the process a background check is performed.

7. Assist City Council with the interview process – include details as to the specifics, e.g., travel coordination, conducting of the interviews, etc.
8. Conduct a public forum for the community to meet the finalist candidates.
9. Assist with negotiation and follow-up with the selected candidate.
10. Terms of any warranty offered if no candidate is selected, hired through the search process, or employed by the City of Gunnison within one year.

B. EVALUATION CRITERIA

Proposals must include the following:

1. The name and home office address of your organization. Describe what type of a business entity your organization is (corporation, general partnership, limited liability company, etc.). Indicate in what state your business entity was incorporated or formed.
2. Provide a brief history of your business including years of operation, general business description, number of clients serviced, types of services generally offered, size of firm, and a statement of philosophy of customer service levels provided to clients.
3. Detail qualifications and previous executive search experiences, especially for local governmental entities.
4. Identify the key personnel of the business who will be assigned to perform services for the City, and who will provide continuing support throughout the term of the Agreement. Provide resumes stating qualifications and successful recruitments for key personnel and provide a statement as to the availability, continuity, and accessibility of the individuals who would be assigned to the Project.
5. Provide your recruitment work plan.
6. Detailed time-frame for the process from hiring the consulting firm to hiring the City Manager. **The schedule should contemplate the hiring of a new City Manager by July 5, 2016.**

7. List three current clients (municipal/government/Colorado communities preferred) for whom you provided executive search services for in the last 36 months. For each client, the list must specify the type of work performed by your company and the size of the client's organization. Provide telephone numbers and contact names for references.
8. Provide fee structure including specific costs per services, fee payment schedule and cost guarantees, etc. Reasonable and necessary airline and hotel expenses for candidates will be paid directly by the City of Gunnison. Any additional reimbursable expenses including but not limited to advertising, recruitment brochures, postage, and estimated additional travel expenses should be listed in the proposal.
9. Include an hourly rate for services performed beyond the normal scope of services that would be included in an Agreement.
10. Evidence of Consultant's qualification to do business in the State of Colorado may be required.
11. Consultants will be required to establish to the satisfaction of the City the reliability and responsibility of all proposed subcontractors and suppliers pursuant to the criteria set forth in these Instructions and Proposal Requirements. Prior to the award of the Contract, the City will notify Consultant in writing if the City has reasonable objection to any proposed subcontractor. In such event, Consultant may, at its option, (1) withdraw its proposal, or (2) submit a substitute sub-consultant acceptable to the City with an adjustment in the proposal to cover any difference in cost. The City may, at its discretion, accept the adjusted proposal.

The Consultant must provide progress reports to the City Council. Periodic meetings are required to discuss progress and to determine the process for screening candidates (i.e. written tests, videotape presentations, etc.). The City Council will monitor the Consultant to assure that quality work is being performed and that the Project schedule is being met.

All consultants agree that their proposals are a firm offer to provide the requested services to the City. Once submitted, all offers must remain valid for 120 days from submission deadline date for proposals.

C. ORAL PRESENTATIONS

During the evaluation process, the City may, at its discretion, request up to three (3) firms to make oral presentations. Such presentations will provide firms with an opportunity to answer any questions the City may have on a firm's proposal.

D. BASIS FOR EVALUATION OF PROPOSALS AND AWARD OF PROJECT

The City does not discriminate on the grounds of race, religion, color, age, sex, disability, or national origin in consideration of an award. Disadvantaged business enterprises are afforded a full opportunity to submit proposals. Proposals will be evaluated on the Consultant's qualifications, experience, Project understanding and approach.

Based on the preliminary review of the proposals, Consultants may then be interviewed prior to selection.

The award will be made to the responsible and responsive Consultant with the lowest bid who City Council determines best meets the City's needs and desires. In making such determination, City Council shall consider but not be limited to the Evaluation Criteria enumerated in Section III.B.

The City makes no commitments to any Consultant until such time as the City approves the negotiated contract. Upon recommendation of the Interim City Manager, the City Council may reject all proposals when it determines that such action is in the public interest.

The number of days within which the Project is to be completed shall be negotiated prior to execution of the Agreement and made part thereof. The City anticipates the Agreement to require completion of services by July 5, 2016.

E. INTERPRETATIONS AND GOVERNING LAW

All questions regarding the meaning or intent of this RFP must be submitted **IN WRITING ONLY VIA EMAIL** to the City Clerk, Gail Davidson at gail@cityofgunnison-co.gov. Only questions answered by formal written Addenda to this RFP will be binding. Oral and other interpretations or clarifications will be without legal effect and will NOT be considered in awarding the Project. Addenda will be mailed or delivered to all parties recorded by the City as having received the RFP. It shall be each Consultant's responsibility to make inquiry as to Addenda that have been issued. All Addenda shall become part of this RFP, and all Consultants shall be bound by such Addenda, whether or not received by the Consultant.

All applicable State of Colorado and Federal laws, City ordinances, and licenses and regulations of all agencies having jurisdiction shall apply to the Consultant and Project throughout the Project and are incorporated herein by reference. The Agreement with the selected Consultant, and all questions concerning the execution, validity or invalidity, capacity of the parties, and the performance of the Agreement, shall be interpreted in all respects in accordance with the Home Rule Charter and Code of the City of Gunnison and the laws of the State of Colorado.

IV. SUBMISSION OF PROPOSAL

Due Date for Proposals: February 4, 2016 at 5:00 pm MST

If the proposal is sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope with the notation "PROPOSAL ENCLOSED" on the face thereof.

Seven (7) copies of the sealed proposal must be submitted and be received at the City Clerk's Office located at the Gunnison City Hall and shall be addressed as follows:

**Mayor and City Council City of Gunnison
P.O. Box 239
201 W. Virginia Ave.
Gunnison, CO 81230
City Manager Recruitment
Attn: Gail Davidson, City Clerk**

Submit an additional electronic copy of proposal via email to gail@cityofgunnison-co.gov , with subject line *City Manager Recruitment*.

The City reserves the right to reject any and all proposals or any part thereof, to waive any formalities or informalities and further, to award the services to the most responsive and responsible Consultant, according to the City's evaluation and as deemed to be in the best interest of the City.

Proposals must meet or exceed requirements contained in this RFP.

All costs of the development for Proposal submittal are the responsibility of the Consultant.

Proposals shall be submitted prior to the time and date set for receipt of proposals as indicated in these Instructions and Proposal Requirements, or the modified time and date as indicated by any Addendum. Proposals received after the time and date set for receipt of proposals will not be considered. Consultant shall assume full responsibility for timely delivery at the location designated for receipt of proposals; Consultants must allow adequate time for delivery of their proposal either by hand delivery, postal service, or other delivery service.

No extensions for submittal of an RFP will be granted on an individual basis. If the City determines, in its sole discretion, that the response time it has provided is inadequate for the preparation of complete proposals, or if amendments issued have materially changed the proposal requirements, the City may, at its option, extend the opening or response dates to all firms.

No Consultant may submit more than one proposal. Multiple proposals under different names will not be accepted from one firm or association. Evidence of collusion among Consultants shall be grounds for exclusion of any Consultant who is a participant in any such collusion.

All information submitted to the City by the Consultant is a public record, and may be subject to disclosure under the Colorado Open Records Act, Colorado Revised Statute § 24-72-200.1, et seq. **The Consultant shall clearly identify any portion(s) of its proposal that it believes constitutes trade secrets, privileged information, and/or confidential commercial, financial, geological or geophysical data which shall not be subject to disclosure under the Colorado Open Records Act.**

To the extent required by Illegal Aliens Public Contracts for Services C.R.S. § 8-17.5-102(1), by submitting a proposal, the Consultant certifies that at the time of proposal submission it does not knowingly employ or contract with an illegal alien who will perform work under its proposal, and that the Consultant will participate in the E-verify program administered by the United States Department of Homeland Security and the Social Security Administration, or the employment verification program administered by the Colorado Department of Labor and Employment in order to verify the employment eligibility of all employees who are newly hired for employment to perform work under its proposal.

V. CONFIDENTIALITY

The Consultant may be provided confidential information by the City. Complete confidentiality must be maintained regarding confidential City information and data. Signing of a confidentiality agreement may be required by the Successful Consultant.

The information included in this RFP is for Consultant's exclusive use in preparing a proposal and must not be shared, whether written or oral, with any other person or entity or used for any other purpose. The use of the City's name in any way as a potential client is strictly prohibited.

VI. MODIFICATION AND WITHDRAWAL OF PROPOSAL

Proposals submitted early may be modified or withdrawn, subject to the Project Manager's discretion. Withdrawn proposals may be resubmitted until the deadline for submission of proposals.

VII. SIGNING OF AGREEMENT

When the City gives a notice of award to the Successful Consultant, it will be accompanied by unsigned counterparts of the Agreement and this RFP. The Successful Consultant shall execute the Agreement and deliver it, together with evidence of insurance to the City within ten (10) calendar days from the date of the notice of award. Failure to do so will be adequate and just cause for the annulment or cancellation of the awards.

VIII. PROPOSAL BECOMES CITY PROPERTY

Once submitted, a proposal becomes City property. The City reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the Consultant of the conditions contained in this RFP.

CITY OF GUNNISON
 REQUEST FOR PROPOSALS FOR CITY MANAGER RECRUITMENT SERVICES
 FEBRUARY 4, 2016

	REQUIRED ELEMENTS										EVALUATION CRITERIA								
	1. Assist with Position Profile	2. Suggested Advertisement Plan	3. Nationwide Search	4. Review and Screening Methods	5. Candidate List	6. Reference/Background Checks	7. Interviews/Facilitation	8. Public Forum to Meet Candidates	9. Negotiation/Follow-up	10. Warranty/Guarantee	1. Name/Home Office	2. Brief History	3. Qualifications/Experience	3. a. Municipal Experience	4. Key Personnel Assigned	5. Recruitment Work Plan	6. Time Frame	7. References	8. Fee Structure
David Gomez & Associates Inc.	Not mentioned	X	Not mentioned	X	X	X	X	Not mentioned	X		X	X	X	No	Not identified	X	10 weeks	X	
Slavin Management Consultants	X	X	X	X	X	X	X	Not mentioned	X	2 years, will charge out of pocket	X	X	X	Yes	X	X	13 weeks until selection	X	\$16,005 plus not to exceed expense of \$8,002
Austin Peters Group Inc.	X	X	X	X	X	X	X	X	X	1 year	X	X	X	Yes	X	X	14 weeks	X	\$14,500 plus direct expenses (Range to \$17,000)
Decca Consulting LLC.	Not mentioned	X	X	Not detailed	Not detailed	Not detailed	Not detailed	Not mentioned	Not detailed	90 days	X	X	X	No	X	Briefly outlined	No specific timeline	X	16% of search and markup of 20% plus expenses
Mercer Group Inc.	X	X	X	X	X	X	X	X	X	2 years, will charge out of pocket	X	X	X	Yes	Not identified	X	17 weeks	X	\$17,850 (\$21,650 max inc. expenses)
Waters & Co.	X	X	X	X	X	X	X	Not mentioned	X	2 years, will charge out of pocket	X	X	X	Yes	X	X	X	X	\$24,500 all inclusive
The Novak Consulting Group	X	X	X	Not detailed	X	X	X	Not mentioned	X	2 years, will charge out of pocket	X	X	X	Yes	X	X	15 weeks	X	\$21,300 plus expenses
Strategic Government Resources	X	X	X	X	X	X	X	Yes, "First Year Game Plan"	X	2 years, will charge out of pocket	X	X	X	Yes	X	X	15 weeks	X	\$18,500 (\$25,000 max inc. expenses)
Bob Murray & Associates	X	No specifics	Not mentioned	Determined upon meeting	X	X	X	Not mentioned	X	1 year	Not provided	Not provided	X	Yes	Not identified	X	16 weeks	X	\$17,500 plus expenses
CPS HR Consulting	X	X	X	X	X	X	X	Not mentioned	Not mentioned	2 years	X	X	X	Yes	X	X	16 weeks	X	\$17,000 (\$24,500 not to exceed)
Prothman Company	X	X	X	X	X	X	X	X	X	1 year	X	X	X	Yes	X	X	12-15 weeks	X	\$21,500 plus expenses

Reviewer Name _____ Date _____

█ = Denotes the proposal clearly indicated these elements/criteria are confidential.