

Memorandum



CITY OF DALLAS

DATE May 20, 2022

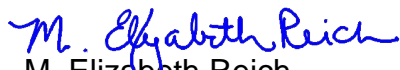
TO Honorable Members of the Government Performance and Financial Management Committee: Cara Mendelsohn (Chair), Gay Donnell Willis (Vice Chair), Tennell Atkins, Adam Bazaldua, Adam McGough, Paul Ridley, Chad West

SUBJECT **Upcoming Agenda Item: Executive and Professional Search Firm, GovHR USA LLC, for the Department of Human Resources**

The May 25, 2022 City Council Agenda includes an item to consider an additional firm, GovHR, to support recruitment activities for the Human Resources Department (HR). This search firm, along with the other five search firms awarded on April 27, 2022, will be used to assist HR in the identification, screening, and selection of candidates for vacant executive and professional positions. We did not include this search firm in the April 27 City Council item because of prolonged contract negotiations with GovHR, which have since concluded.

During the April 25, 2022 Government Performance and Financial Management Committee meeting, committee members asked questions regarding the amount allocated to each search firm. These allocations are estimations based off the maximum number of vacancies and past historical trends. With the unpredictability of vacancies and the current job market, we estimated usage on the high end for the contracts. However, we are not obligated to spend at those levels, and will only order services as needed. Departments will provide funding from within existing appropriations.

We appreciate your support on this item. If you have any questions, please contact Danielle Thompson, Director, Procurement Services or Nina Arias, Director, Human Resources.


M. Elizabeth Reich
Chief Financial Officer

c: Honorable Mayor and Members of City Council
T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizzor Tolbert, Deputy City Manager

Jon Fortune, Deputy City Manager
Majed A. Al-Ghafry, Assistant City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Robert Perez, Assistant City Manager
Carl Simpson, Assistant City Manager
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors