

CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
MARCH 15, 2022 AGENDA

Subject:	Type:	Submitted By:
PROFESSIONAL SERVICES AGREEMENT – FINANCE	◆ RESOLUTION ORDINANCE RECEIVE/FILE	CINDY MISEREZ FINANCE DIRECTOR

SYNOPSIS

A resolution has been prepared to approve a professional services agreement with Robert Half International, Inc to provide assistance in filling the vacant Financial Analyst position.

FISCAL IMPACT

The FY22 vacancy savings provides the budget authority necessary to fund this request.

The Robert Half hourly rate for the candidate is \$47.50 per hour and the ranges from \$7,600 for 4 weeks (1 month) to \$30,400 for 16 weeks (4 months).

The hiring fee, based on hiring salary, is discounted on a sliding scale for hours worked under the hourly fee. The hiring fee ranges from \$15,600 after 4 weeks (1 month) to \$6,240 after up to 16 weeks (4 months) and no hiring fee after 16 weeks.

RECOMMENDATION

Approval.

BACKGROUND

We currently have a vacancy in the Financial Analyst position. Because of the technical, analytical and collaborative skills required and the condition of the current job market, staff explored a temp-to-hire option, thus utilizing the screening process provided by a recruiting agency specializing in finance and accounting.

Four financial recruiting and consulting companies were interviewed: Bergan KDV, Hemphill Staffing, Lutz and Robert Half. Direct hire and temp-to-hire options were reviewed with each company. Robert Half was selected based on qualifications and price for the temp-to-hire option.

On April 15, 2015, the City of La Vista entered into an interlocal contract for cooperative purchasing with HGACBuy (Houston-Galveston Area Council) for Robert Half recruiting services. This agreement secures a government rate.

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH ROBERT HALF INTERNATIONAL, INC TO PROVIDE SERVICES ASSOCIATED WITH THE HIRING OF A FINANCIAL ANALYST.

WHEREAS, the City Council of the City of La Vista has determined that assistance in filling the vacant Financial Analyst position is necessary; and

WHEREAS, the FY22 vacancy savings provides the budget authority to fund this request; and

WHEREAS, Subsection (C) (9) of Section 31.23 of the La Vista Municipal Code requires that the city administrator secure Council approval prior to authorizing any purchase over \$5,000.00;

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council hereby approve a professional services agreement with Robert Half International, Inc to provide professional services associated with filling the Financial Analyst position.

PASSED AND APPROVED THIS 15TH DAY OF MARCH 2022.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, MMC
City Clerk



Per the HGAC agreement please see pricing outlines below.

Financial Analyst I

- Quoted Bill Rate - \$47.50/hour

Conversion Schedule Scale

<u>Length of Assignment</u>	<u>Fee</u>
0 – 160 hours	25% of annual salary
161 – 320 hours	20% of annual salary
321 – 480 hours	15% of annual salary
481 – 640 hours	10% of annual salary
641+ hours	No Fee