

Public Partners Program

May 9, 2022

**To: Tarentum Borough Council
C/O Scott Dadowski, Council President**
From: Jason Davidek, ALOM Executive Director
RE: Public Partners Consultant Proposal – Municipal Management Search Services

Dear Members of Council:

We are pleased to have the opportunity to submit this proposal to provide consulting services to Tarentum Borough through the ALOM Public Partners Program. This letter is intended to outline the content of our services proposed to you.

Public Partners will make available an experienced municipal management professional(s) to provide support that includes, but is not limited to the following:

Executive Search Assistance

We offer our expertise in this area to the extent desired by Council. Public Partners could perform or assist in the:

1. identification of Manager candidate attributes and skills
2. determination of candidates to interview
3. development of interview questions
4. conduct of/participation in candidate interviews
5. research candidate references/background
6. background and bondability check and a psychological screening if desired.

Personnel

Tobias (Toby) Cordek, ICMA-CM (Credentialed Manager) would serve as the primary consultant for this engagement. Should the need arise, he may engage other members of the Public Partners consultant team for perfunctory duties related to the search process. Public Partners consultants are fully insured.

Cost for Services

ALOM Public Partners is prepared to conduct services as described above with the following considerations:

Our standard consultant rate of compensation for consultants is \$110.00/hour. However, as the Borough is a member in good standing of the Allegheny League of Municipalities, a 10% discount will be applied to all billings. Initial term of engagement will be through August 31, 2022. Total hours during the initial term will be determined by the Borough in consultation

with Mr. Cordek on an as-needed basis, subject to his or other Public Partner consultant availability. Unless specifically authorized otherwise by the Borough Council, cost for services shall not exceed \$3000.00. At times, there can be additional requests from a governing body or unforeseen circumstances that could elongate the process. Accordingly, should additional hours or an extension of the term be prudent to complete the search, we would communicate this with you as the process unfolds.

In addition, the Borough would be billed for any actual expenses incurred such as mileage or other business costs associated with photocopies, printing, etc.

Acceptance

Please acknowledge your receipt of this Letter, and your agreement with the terms and conditions set forth by signing below.

Municipality Name: _____

By (Printed Name): _____

Signature: _____

Title: _____ Date: _____

For ALOM Public Partners

By (Printed Name): Jason Davidek



Title: Executive Director

Date: 5/9/2022