



# MEMORANDUM

Council Agenda  
Item No. IX. G  
4/22/2025

## The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Professional Services Agreements with Baker Tilly Advisory Group, LP (COKC01404), Brightpath Associates, LLC (COKC01406), Cogent Infotech Corporation (COKC01408), CPS HR Consulting (COKC01409), KDG Support, LLC (COKC01411), Legacy Professional Solutions, LLC (COKC01412), Mackenzie Eason & Associates, LLC (COKC01413), Procom Services America, Inc. (COKC01414) and Raftelis Financial Consultants, Inc. (COKC01415), executive and highly specialized/technical recruitment services, estimated cost \$200,000, April 27, 2025 through April 26, 2026.

### **Purpose:**

To enter into professional services agreements to provide recruitment services for executive level positions and highly specialized/technical positions for the Human Resources Department and Fire Department. These agreements have four one-year renewal options. The current agreements will expire on April 26, 2025.

### **Background:**

On November 7, 2023 (Item No IX.BO.), the City Council approved a Request for Proposals (RFP) for recruitment services for executive level positions and highly specialized/technical positions for the Human Resources Department and Fire Department (RFP-OCITY-157). The RFP was advertised in the Journal Record and posted in the electronic bidding system. Fifty-eight potential proposers viewed the RFP with ten proposals submitted.

The RFP evaluation committee reviewed and evaluated the proposals for pricing, qualifications and experience as outlined in the RFP. Interviews and demos were held for the ten proposers. The evaluation committee determined that the recommended vendors best met the evaluation criteria outlined in the RFP.

Staff recommends Professional Service Agreements with Baker Tilly Advisory Group, LP (COKC01404), Brightpath Associates, LLC (COKC01406), Cogent Infotech Corporation (COKC01408), CPS HR Consulting (COKC01409), KDG Support, LLC (COKC01411), Legacy Professional Solutions, LLC (COKC01412), Mackenzie Eason & Associates, LLC (COKC01413), Procom Services America, Inc. (COKC01414) and Raftelis Financial Consultants, Inc. (COKC01415), executive and highly specialized/technical recruitment services, estimated cost \$200,000, April 27, 2025 through April 26, 2026. The agreements will have four one-year renewal options.

**Professional Services Agreements:**

(COKC01404)

Baker Tilly Advisory Group, LP

Professional Services as proposed.

(COKC01406)

Brightpath Associates, LLC

Professional Services as proposed.

(COKC01408)

Cogent Infotech Corporation

Professional Services as proposed.

(COKC01409)

CPS HR Consulting

Professional Services as proposed.

(COKC01411)

KDG Support, LLC

Professional Services as proposed.

(COKC01412)

Legacy Professional Solutions, LLC

Professional Services as proposed.

(COKC01413)

Mackenzie Eason and Associates, LLC

Professional Services as proposed.

(COKC01414)

Procom Services America, Inc.

Professional Services as proposed.

(COKC01415)

Raftelis Financial Consultants, Inc.

Professional Services as proposed.

**Estimated Cost:**

\$200,000

**Source of Funds:**

Various funds and accounts

**Recommendation:** Professional Services Agreements be approved.