



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2024-0532

TO: Mayor and City Council Members
FROM: Brooke Insana, Director Human Resources
DATE: December 16, 2024
SUBJECT: Placement Fee Public Utilities Engineering Manager Position

REQUEST:

City Council authorization is requested for payment to F-O-R-T-U-N-E Personnel Consultants of Troy (FTP), Troy, Michigan for the successful recruitment of a Public Utilities Engineering Manager in the amount of \$26,460.35.

REASON FOR PURCHASE:

The Department of Public Services experienced difficulty attracting qualified candidates for engineering positions this past year, including the Public Utilities Engineering Manager. To address this, the City sought proposals from additional firms with a strong emphasis on engineering hiring experience, including FTP, to maximize recruitment efforts.

FTP led a successful search for the Public Utilities Engineering Manager position. The agreed-upon fee is 23% of the hiring salary, negotiated from the original proposal of 25%. FTP effectively recruited a highly qualified candidate who possesses the necessary skills, knowledge, and abilities for this role.

PROCESS:

Vendor Name and Address:

F-O-R-T-U-N-E Personnel Consultants of Troy
560 Kirts Blvd, Suite 102
Troy, MI 48084

Reason for Selection:

Qualifications Based Selection

Method of Purchase:

Purchase Order

BUDGET:

Funding is included in the FY 2024 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
General Fund	233.801000	Professional Services	\$34,000.00	\$26,460.35	\$7,539.65

RECOMMENDATION:

It is recommended that City Council authorize payment to F-O-R-T-U-N-E Personnel Consultants of Troy (FTP), Troy, Michigan for the successful recruitment of a Public Utilities Engineering Manager in the amount of \$26,460.35.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney Yes N/A

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