1	RESOLUTION NO.
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3	A RESOLUTION TO AUTHORIZE THE CITY MANAGER TO AMEND
4	THE CONTRACT WITH MAKENZIE EASON & ASSOCIATES, LLC, TO
5	INCREASE THE CONTRACT AMOUNT TO TWO HUNDRED FIFTY
6	THOUSAND DOLLARS (\$250,000.00), FOR THE RECRUITMENT OF
7	QUALIFIED APPLICANTS FOR CURRENT AND FUTURE VACANCIES;
8	AND FOR OTHER PURPOSES.
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10	WHEREAS, the City of Little Rock issued a Request for Qualification (RFQ) No. 1744 to conduct the
11	recruitment for an Assistant Public Works Director at a cost of Forty-Five Thousand Dollars (\$45,000.00),
12	plus expenses; and,
13	WHEREAS, as a result of the RFQ and the successful recruitment, the City wishes to amend the
14	contract with Makenzie Eason & Associates, LLC, an outside search firm, for the recruitment of qualified
15	applicants for multiple current and future vacancies to increase the contract amount by an additional Two
16	Hundred Five Thousand Dollars (\$205,000.00); and,
17	WHEREAS, the amended contract term amount shall not to exceed a total of Two Hundred Fifty
18	Thousand Dollars (\$250,000.00), which includes the Forty-Five Thousand (\$45,000.00) cost incurred for
19	the recruitment of the Assistant Public Works Director; and,
20	WHEREAS, the cost per each successful recruitment and selection shall be 20% of the starting salary
21	of the new employee, plus expenses; and,
22	WHEREAS, the cost per C-level (any direct report to the Mayor or City Manager) recruitments shall
23	be capped at Thirty-Two Thousand Dollars (\$32,000.00), plus expenses per selected candidate; and,
24	WHEREAS, the contract terms of one (1)-year, which began September 26, 2022, to September 26,
25	2023, may, by mutual agreement of the parties be extended for three (3) additional one (1)-year terms, or a
26	portion thereof in accordance with the renewal clause in the agreement; and,
27	WHEREAS, funding for this Amended Contract shall come from a Budget Amendment since funds
28	were not included in the 2023 Budget.
29	NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CITY
30	OF LITTLE ROCK, ARKANSAS:
31	Section 1. The City Manager is hereby authorized to execute an Amended Contract between the City
32	of Little Rock and Makenzie Eason & Associates, LLC, for the recruitment of qualified applicants for
33	multiple current and future vacancies for a revised contract amount not to exceed Two Hundred Fifty
34	Thousand Dollars (\$250,000.00), which includes the Forty-Five Thousand (\$45,000.00) cost incurred for

1	the recruitment of the Assistant Public Works Director. The term of the revised contract of one (1)-year,
2	which began September 26, 2022, to September 26, 2023, may, by mutual agreement of the parties be
3	extended for three (3) additional one (1)-year terms, or a portion thereof in accordance with the renewal
4	clause in the agreement.
5	Section 2. Funding for the additional amended contract expense of Two Hundred Five Thousand
6	Dollars (\$205,000.00) shall come from a Budget Amendment since funds were not included in the 2023
7	Budget.
8	Section 3. Severability. In the event any title, section, paragraph, item, sentence, clause, phrase, or
9	word of this resolution is declared or adjudged to be invalid or unconstitutional, such declaration or
10	adjudication shall not affect the remaining portions of the resolution which shall remain in full force and
11	effect as if the portion so declared or adjudged invalid or unconstitutional were not originally a part of the
12	resolution.
13	Section 4. Repealer. All ordinances and resolutions are hereby repealed to the extent of such
14	inconsistency.
15	ADOPTED: May 2, 2023
16	ATTEST: APPROVED:
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19	Susan Langley, City Clerk Frank Scott, Jr., Mayor
20	APPROVED AS TO LEGAL FORM:
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22 23	Thomas M. Carpenter, City Attorney
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