

February 8, 2021

Sent via email only

Board of Commissioners
Le Sueur County
88 South Park Avenue
Le Center, MN 56057

Dear Members of the Board,

Thank you for the opportunity to submit a proposal to assist Le Sueur County with a search for your next Planning & Zoning Director. Based in Minnesota, our firm has extensive experience with local governments, and we thoroughly understand the complexities faced by County Boards in Minnesota. DDA uses a proven, comprehensive process, ensuring clients can identify the best fit for their organization and community.

The attached proposal includes several elements that set us apart in our approach to providing this service. Highlights include:

- **Knowledge and experience:** Our firm comprehensively knows and understands local government in Minnesota. DDA has conducted more Minnesota City and County Manager/Administrator searches in the last five years than any other firm, by a wide margin.
- **Communications:** I will be on site multiple times throughout the search process, or can be available virtually if preferred, and will provide weekly email updates to the County Board throughout the process.
- **National and local outreach:** We advertise nationally, regionally, and locally to attract a greater pool of candidates.
- **Adherence to deadlines:** When a deadline is established, we will meet it.
- **Work Personality Index:** Each semifinalist will complete a work personality index which describes key features of the candidate's personal style that influence their approach to tasks, ways of interacting with people, and performance at work.
- **Background check process:** Instead of doing a comprehensive background check on a single finalist, we do so for all interviewees including personal reference checks from current and former supervisors.
- **Intellect Profile:** Each finalist will complete an intellect profile measuring verbal reasoning, mathematical and logical reasoning, and overall mental aptitude.
- **Comprehensive and competitive service:** We take great pride in providing the best service at a fair price. Our low overhead means you receive more service for the money.

Thank you for your consideration.

Sincerely,



Liza Donabauer
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