

September 21, 2000

01-016

ACCEPT PROPOSAL/AWARD CONTRACT -
EXECUTIVE SEARCH FIRM

PREPARED BY: Roger Cardinal, Manager, Procurement & Risk Services

APPROVED BY: Randy McEwen, Vice-President, Administrative Services
Dan Moriarty, President

REPORT: This project was to request proposals from, and subsequently contract with, a qualified and experienced firm to advise and assist the Board of Directors in conducting a national search for a new college President.

A formal Request for Proposals (RFP) was advertised in the Daily Journal of Commerce, the Oregonian, the Portland Skanner and posted on the State of Oregon Vendor Information Program on July 11, 2000. RFP documents were issued to twenty-eight (28) firms. Nine (9) proposals were received by the due date of August 1, 2000 from the following firms:

1. Academic Search, Washington, DC
2. ACCT, Washington, DC
3. DMG-MAXIMUS, Sacramento, CA
4. Gilbert Tweed Associates, Salt Lake City, UT
5. MacNaughton Associates, Riverside, CA
6. Performance, Coral Gables, FL
7. Prior/Martech Associates, Seattle, WA/Portland, OR
8. Spelman & Johnson Group, Leeds, MA
9. Woodworth International Group, Portland, OR

Note: None of the proposers are certified M/W/ESB firms.

The Board of Directors evaluated all proposals submitted and rated them based on: proposal content, experience & references, and fees & expenses. The two highest rated firms, Academic Search and ACCT, were then interviewed.

RECOMMENDATION:

That the Board of Directors accept the proposal from and award a contract to Association of Community College Trustees to assist the Board in conducting a national search for a new college President and also authorize staff to negotiate the contract. The total cost for these services, including all fees and expenses, is estimated not to exceed \$40,000.

Director Anderson moved to approve Resolution 01-016; it passed with five in favor and two against.