

**HACC, CENTRAL PENNSYLVANIA’S COMMUNITY COLLEGE
PROPOSAL RESULTS**

TITLE: CONTRACT FOR EXECUTIVE SEARCH SERVICES

BE IT RESOLVED THAT THE BOARD OF TRUSTEES

Authorize the President and Vice President of Finance to enter into a three (3) year contract with David Gomez and Associates Inc., for the purchase of Executive Search Services in the amount of \$105,000.00.

<u>Vendor</u>	<u>Technical Scores</u>
<u>David Gomez and Associates, Inc.</u> Oakbrook, IL	167.50
Hamilton Pierce Richmond, VA	138.17
Dunleavy and Associates Blue Bell, PA	72.50
Scott Healy and Associates Harrisburg, PA	80.58

BACKGROUND

Based on the staffing needs of HACC, the Office of Human Resources has conducted an RFP for a new executive search firm. This bid was listed publicly on the Department of General Services website, PennBid, and the HACC website. Twenty-two (22) companies were solicited; four (4) companies responded. The vendors were ranked on experience, technical and functional approach, and competitive pricing. The budgeted amount per year for this three-year contract is estimated at \$35,000.00; however, the services of the executive search firm will only be used when the College is faced with significant recruiting challenge for an executive-level position. With the proposed pricing structure provided by the preferred vendor and the minimal number of times with firm’s services are expected to be used, the College anticipates remaining within or under budget during any year of the contract.