

QUESTIONS AND ANSWERS

REQUEST FOR PROPOSALS

PROJECT NO. 13-41 EXECUTIVE SEARCH SERVICES

Date: July 3, 2013  
To: Prospective Respondents  
From: Houston Community College  
Subject: Informational Letter # 1 – Request for Proposals, HCC Project No. 13-41

**Note: The following are the Questions & Answers received by the submittal deadline noted in the solicitation.**

**Question #1:** -

In evaluating the details of the RFP, we are asking for clarification on the scope of services requested. As we read the above sections (labeled A, B & C above), we are in need of clarification. Are the Executive Search firms that are awarded this contract going to be an approved vendor for all Executive search opportunities that arise during the entire contract term? Or Will the Executive Search Firms that are awarded this contract going to be an approved vendor for only the Interim Chancellor and/or the Chancellor positions?

**HCC Answer:** - The services being requested in this RFP are only for the possible recruitment of an Interim Chancellor and/or Permanent Chancellor; decision on which position(s) to be recruited shall be made following contract award as deemed in the best interest of HCC. (See Attachment No. 1 – Scope of Services, Objective).

**Question #2:** -

If the answer is all executive search opportunities that arise, can you give us an idea of the types of positions that have been requested over the past year?

**HCC Answer:** - The referenced RFP is only for the possible recruitment of an Interim Chancellor and/or Permanent Chancellor.

**Question #3:** -

The Price Proposal is for the Interim Chancellor and the Chancellor. If all executive search opportunities, how is the pricing proposal going to work for future positions?

**HCC Answer:** - The referenced RFP is only for the possible recruitment of an Interim Chancellor and/or Permanent Chancellor.

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