

**UNIVERSITY OF HAWAII
NOTICE OF EXEMPTION FROM CHAPTER 103D, HRS**

The President, University of Hawaii, is in the process of reviewing the request from University of Hawaii at Hilo, Office of the Chancellor _____ (Department/Campus) for exemption from Chapter 103D, HRS, for the following goods, services, or construction:
Executive search firms are being sought relating to the recruitment of a Dean for the College of Business and Economics at the University of Hawaii at Hilo.

Vendor: To be determined
(If known)
Address:

Term of Contract: (If known)	From:	To:	Cost: \$60,000.00 (est.)
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Direct any inquiries to: Department: Department of Academic Affairs Contact Name/Title: Kenith L. Simmons, Interim Vice Chancellor for Academic Affairs Address: 200 West Kawili Street, Hilo, Hawaii, 96720	Phone Number: (808) 974-7707 Fax Number: (808) 974-7622
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Date Posted: August 8, 2012

Submit written objections to this notice to issue an exemption from Chapter 103D, HRS, within seven (7) calendar days from the date posted to:

Office of Procurement and Real Property Management
1400 Lower Campus Road, Room 15
Honolulu, Hawai'i 96822

REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS

TO: OFFICE OF PROCUREMENT AND REAL PROPERTY MANAGEMENT

FROM: University of Hawai'i at Hilo, Office of the Chancellor
(Department/Program)

Pursuant to APM Section A8.220, the Department requests a procurement exemption to purchase the following:

Description of goods, services, or construction:
Executive search firms services are being sought relating to the recruitment of a Dean for the College of Business and Economics at the University of Hawai'i at Hilo. Search services shall include assistance in advertising, development of a challenge/opportunities document; identification, recruitment, research and vetting of qualified candidates; providing market data; and the coordination and monitoring of the search process and the screening of candidates. In addition, the Contract will provide general consultation through completion of the search process.

Estimated Cost: \$ 60,000

(1) Explanation describing how procurement by standard competitive means is either not practicable or not advantageous to the University;
Procurement by standard competitive means, involving the preparation and advertising of a formal request for proposals will not permit the completion of the world-wide recruitment and selection process in time to permit the University to make offers of appointments by July 1, 2013 for this key executive leadership position. As a reasonable alternative, it is being proposed that invitations be extended to search firms that are members of the American Council for Education Executive Search Firm Roundtable. The informal procedure should provide the University, in a timely manner, with ample numbers for search proposals from firms with the experience necessary to successfully assist the University in its search.

(2) Details of the process or procedures to be followed in selecting the vendor to ensure as fair and open competition as practicable;
Identify vendors from a list of the American Council for Education Executive Search Firm Roundtable (attached), vendors will be selected based on the firm's executive search experience and other considerations. An initial list of 30 were narrowed to 14 based on area of search specialty (Deans). Requests for proposals will be forwarded to each of the firms. Proposals from responding firms will be reviewed by a group designated by the Chancellor. The group will identify 3 vendors based on experience in academic searches for similar positions, prior record of successful placements at other higher education institutions and/or major corporations, networking and outreach capabilities, administrative support capabilities, ability to meet the search schedule set by the University, the proposed costs of the services to be provided, and the quality of the proposal; and forward the names of the firms in unranked order to the Chancellor for final selection.

(3) A description of the Department's internal controls and approval requirements for the exempted procurement; and
 The Office of Procurement and Real Property Management will assist in reviewing a contract for services with the firm determined by the Chancellor to best match the needs of and that will be most advantageous to the University. Expenditures will be subject to review, approval, and processing in conformity with specifications of the request for proposals and University expenditure policies and procedures.

(4) A list of Department personnel, by position title, who will be involved in the approval process and administration of the contract:
 Interim Vice Chancellor for Academic Affairs, Kenith Simmons
 Director of Procurement, Duff Zwald
 Director of Business Service, Marie N. Honda


Direct questions to: Kenith L. Simmons Phone: 808-974-7707

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TO THE BEST OF MY KNOWLEDGE, TRUE AND CORRECT.

Kenith L. Simmons, Interim VCAA
 Full Name of Principal Investigator, Department Head, or Administrator

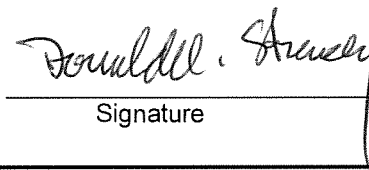

 Signature Date JUL 23 2012

Marie N. Honda, Director of Business Services
 Full Name of Fiscal Officer


 Signature Date 7/18/12

APPROVED:

Donald O. Straney, Chancellor UHH
 Full Name of Vice President or Chancellor


 Signature Date 23 July 12

FOR OPRPM USE ONLY

OPRPM COMMENTS:

Recommend Approval

APPROVED DENIED


 PRESIDENT, UNIVERSITY OF HAWAII DATE 8/24/12

Home > Online Resources > Roundtable of Executive Search Firms

Roundtable of Executive Search Firms

ACE is pleased to provide information and a means of facilitating communication with executive search firms that specialize in higher education. ACE does not evaluate or endorse the services of individual firms.

14 listed

Specialty

Abbreviated specialties can be fully viewed by moving your cursor over each abbreviation.

Academic Search, Inc.

Academic Search Consultation Service is a higher education executive search organization serving the needs of colleges and universities for nearly three decades. Specialties: ADV, CAO, CEO, CFO, DEAN, GC, VP

Jessica Kozloff
1825 K Street, NW
Suite 705
Washington, DC 20006

Telephone: (202) 332-4049
Fax:
E-mail: jsk@academic-search.com

Greenwood/Asher & Associates, Inc.

Greenwood/Asher & Associates provides executive search, consulting, and training services for public and private higher education institutions, with primary focus on executive and senior-level searches. Specialties: ADV, ATH, CAO, CEO, CFO, CHAIR, CIO, DEAN, GC, OTH, SPO, VP

Jan Greenwood
42 Business Center Drive
Suite 206
Miramar Beach, FL 32550

Telephone: (850) 650-2277
Fax: (850) 650-2272
E-mail:
jangreenwood@greenwoodsearch.com

Harris & Associates/IIC Partners

Harris / IIC Partners is a leading executive search and advisory firm in the field of higher education and academic medicine. Our firm includes consultants from the largest, most well recognized retained search organizations and highly respected, former university Presidents, Provosts, Deans, Practicing Physicians, and Department Chairs from across the country. Specialties: ADV, CAO, CEO, CFO, CHAIR, CIO, CS/PA, DEAN, DIR, GC, OTH, SPO, VP

Jeffrey Harris
4236 Tuller Road
Dublin, OH 93017

Telephone: (614) 798-8500
Fax: (614) 798-8588
E-mail:
jeff@harrisandassociates.com

Heidrick & Struggles, Inc.

Specialties: ADV, CAO, CEO, CFO, CIO, DEAN, GC, SPO, VP

Ellen Brown
303 Peachtree Street, NE
Suite 4300
Atlanta, GA 30308

Telephone: (404) 682-7313
Fax: (404) 577-4048
E-mail: ebrown@heidrick.com

Isaacson, Miller

Isaacson, Miller is a national retained search firm serving mission-driven organizations, with a specialty in recruiting presidents, provosts, and deans for colleges and universities. Specialties: ADV, CAO, CEO, CFO, CHAIR, CIO, CS/PA, DEAN, DIR, GC, OTH, SPO, VP

John Isaacson
263 Summer Street, 7th Floor
Boston, MA 02210

Telephone: (617) 262-6500
Fax: (617) 262-6509
E-mail: jisaacson@imsearch.com

Kube & Company

Serving Higher Education since 1997, Kube & Company, Higher Education Management Consultants, specializes in contingency and retained executive search and has resolved numerous customized Executive and Management searches including: Chief Level Officers, VP level executives and key mid level executives. We have demonstrated expertise in completing assignments on behalf of public, private and proprietary higher education institutions. We also have a unique niche in interim staffing at the executive level. Specialties: ADV, ATH, CAO, CEO, CFO, CHAIR, CIO, CS/PA, DEAN, DIR, GC, OTH, SPO, VP

Thomas Kube
10425 East Via Linda
Suite 110
Scottsdale, AZ 85258

Telephone: (480) 767-7126
Fax: (480) 314-2138
E-mail: tkube@kubeco.com

Lahti Search Consultants

Lahti Search Consultants is a nationally recognized executive search firm specializing in enrollment management, admissions, marketing, financial aid, and international admissions placements. Our consultants use their higher education experience as former senior-level practitioners to discern and match institutional needs with candidate talents and styles. Specialties: DEAN, DIR, OTH, VP

Richard Cook
4360 France Avenue South
Minneapolis, MN 55410

Telephone: 814-724-5618
Fax:
E-mail: richard@lahtisearch.com

Rent Consulting Group, LLC

Rent Consulting Group, LLC, provides consultation in executive search, organizational and leadership development, and marketing and strategic planning, especially for public and private higher education institutions and other non-profit and for-profit organizations. Specialties: CAO, CEO, CHAIR, CS/PA, DEAN, DIR, OTH, VP

Clyda Rent
PO Box 220647
Charlotte, NC 28222-0647

Telephone: (704) 366-2388
Fax: (704) 366-2303
E-mail:
crent@rentconsultinggroup.com

SJG-The Spelman & Johnson Group

Providing search consulting to nearly 400 higher education institutions since 1991. Offering unrivaled administrative and academic search services, from ad hoc consultation to full retained search. Specialties: ADV, CAO, DEAN, DIR, VP

Ellen Heffernan
3 Chapman Avenue
Easthampton, MA 01027

Telephone: (413) 529-2895
Fax:
E-mail:
info@spelmanandjohnson.com

Sage Search Partners, LLC

Sage Search Partners, LLC: Sage Search Partners, LLC specializes in senior-level searches for academic institutions and related not-for-profits. Specialties: CAO, CFO, DEAN, DIR, SPO, VP

Paula Fazli
19 Hawthorne Avenue
Newton, MA 02466

Telephone: (617) 964-0406
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E-mail: pfazli@sagesearch.com

Sage Search Partners, LLC

Sage Search Partners, LLC: Sage Search Partners, LLC specializes in senior-level searches for academic institutions and related not-for-profits. Specialties: CAO, CFO, DEAN, DIR, SPO, VP

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E-mail: pherzog@sagesearch.com

Storbeck/Pimentel & Associates, Inc.

With over 100 years of combined service, Storbeck/Pimentel is a nationally recognized, deeply experienced firm supporting leadership searches in education and not-for-profit. Specialties: ADV, CAO, CEO, CFO, DEAN, DIR, VP

Alberto Pimentel
1111 Corporate Center Drive
Suite 106
Monterey Park, CA 91754

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E-mail:
a.pimentel@storbeckpimentel.com

Storbeck/Pimentel & Associates, LLC

With over 100 years of combined service, Storbeck/Pimentel is a nationally recognized, deeply experienced firm supporting leadership searches in education and not-for-profit. Specialties: ADV, CAO, CEO, CFO, DEAN, DIR, VP

Shelly Storbeck
1400 North Providence Road
Suite 6000
Media, PA 19063

Telephone: (610) 565-2910
Fax: (610) 565-2939
E-mail:
s.storbeck@storbeckpimentel.com

Witt/Kieffer

Witt/Kieffer, the nation's ninth-largest executive search firm, focuses on college, university and not-for-profit senior-level searches, including presidents, CEO, deans, and chief development officers. Specialties: ADV, CAO, CEO, CFO, CIO, DEAN, GC, VP

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