

RFP 25-07 Executive Search / Recruitment Services

The RFP for the Executive Search was made available in the eBid system on 9/9/24. It was advertised in the Odessa American newspaper on 9/11/24 and 9/18/24. The solicitation was sent to 77 organizations and there were 11 responses to the RFP submitted by the deadline on 10/2/2024.

On 10/3/2024 the district evaluation committee shortlisted these to 4 organizations that presented to the Board of Trustees during the special board meeting on 10/10/2024.

Board members evaluated each organizations using the following rubric:

Points	Item	Detailed Description
35 Points	Interview / Presentation	The adequacy and completeness of the plan offered addressing the Scope of Service.
35 Points	Firm's Capabilities	The demonstrated ability of the firm to provide services, including references.
30 Points	Financial Proposal	Start-up costs, fixed product costs, ongoing maintenance fees, etc.

A score sheet was given to each board member to record their scores for each organization in the 3 categories.

Phase 2 - Optional Interview/Presentation					
Criteria		HYA Corporation	JG Consulting	Texas Association of School Boards	Walsh Gallegos Kyle Robinson & Roalson PC
Interview / Presentation - The adequacy and completeness of the plan offered addressing the Scope of Service.; 35 points					
Firm's Capabilities - The demonstrated ability of the firm to provide services, including references.; 35 points					
Financial Proposal - Start-up costs, fixed product costs, ongoing maintenance fees, etc.; 30 points					
Total		0	0	0	0