REQUEST FOR PROPOSAL
#2013-9-1822 Search Firm

September 23, 2013

The University of Akron is soliciting proposals from qualified Search Firms to assist The University of Akron's Board of Trustees in the conduct of a Presidential Search for the 16th President of The University of Akron. To be guaranteed the fullest consideration, all proposals should be submitted on or before 9 A.M. local time, on October 14, 2013. The University prefers that all proposals and supporting documents be submitted electronically through the Public Purchase bidding tool. Proposals submitted through the Public Purchase bidding tool must be in either Microsoft Word or Adobe PFD format.

All questions are to be submitted through the electronic bidding tool.

The bidding tool is located at:
Vendor Registration- http://www.publicpurchase.com/gems/uakron.oh/browse/home
Bid Board- http://www.publicpurchase.com/uakron.oh
Additional vendor support is provided via live Chat in the upper left corner, support@publicpurchase.com or call 801-932-7000.

The University will also accept hardcopy proposals. Twelve copies may be submitted to the Department of Purchasing at the following address:

The University of Akron
Department of Purchasing
302 Buchtel Common
Akron, Ohio 44325-9001

Due to the nature of this selection, the University will not conduct formal public openings of the proposals. Rather, the proposals will be made available to members of the Board of Trustees, who will review and evaluate proposals, in accordance with established procedures, and determine which search firms will be interviewed.

Proposals should include the following information to assist in the evaluation:
- Evidence of past experience in professional recruiting similar in nature to this request
- Evidence of extensive national search capabilities as related to this position.
- A list of academic institutions which have retained the firm, including a description of the position and the results of the search.
- An overview of the background and qualifications of those who will be involved with this project, including the team leader.
- A statement of the number and type of ongoing searches the search firm is currently involved with and a current status of these searches.
- Evidence of candidate pools reflecting commitment to equal opportunity and affirmative action.
- A statement of the Firm's professional fee and cost arrangements.
- Any other information the Search Firm wishes to submit in support of their proposal.

The University of Akron reserves the right to accept or reject any or all proposals or any part of any proposal received and to waive any formalities or technicalities in any proposal received. Price will not be the sole determining factor in the selection process. The University's Board of Trustees may decide to interview one, none or several of the firms submitting proposals. Any costs associated with the interview process will be the responsibility of the Search Firm.

The University of Akron reserves the right to negotiate any matter in a proposal, and the selection of a Search Firm shall be contingent upon a formal written agreement entered into by the Search Firm and The University of Akron. Any such agreement shall be governed by the laws of the state of Ohio.

Comprehensive information regarding The University of Akron is available online at the following links:

- about UA
- College Life at Akron
- Academics and Majors