

NOTICE OF BID OPPORTUNITY

Competitive Solicitation K2403 Executive Director Recruiter Search

COMPETITIVE SOLICITATION POSTING: May 2, 2023

DEADLINE FOR SUBMITTING BIDS: June 5, 2023

Find the full solicitation on [Washington's Electronic Business Solution \(WEBS\)](#). Vendors not registered in WEBS will not receive updates or amendments to the solicitation, which could disadvantage your bid.

Pre-bid conference: May 12, 2023 at 11:00 AM (Pacific Time)

Join via MS Teams: [MS Teams](#)

Meeting ID: 216 724 147 243

Password: ZxQiiA

Join by phone: +1 833 322 1218/ meeting 78537044#

Contract location: Washington state (remote)

Contract description: The Washington State Conservation Commission (SCC) is initiating this Request for Proposal (RFP) to solicit bids from executive search firms with the experience and network to assist SCC in conducting a wide and thorough search for their next Executive Director.

Commodity codes: 918-65-Human Relations Consulting, 918-85-Personnel/Employment Consulting (Human Resources), 958-74-Personnel Management Services, 918-66-Human Resources Consulting Services, 952-58-Human Resources Development Services, 961-30-Employment Agency and Search Firm Services (Including Background Investigations and Drug Testing for Employment), 952-39-Employment Generating Activities, 961-62-Personnel Services (Not Employment).

Inclusion plan: None

Preference/priority points:

- Washington small businesses: 50
- Veteran-owned businesses: 25
- Executive Order 18-03: 25

Solicitation documents: Solicitation documents, contacts and bid instructions are available in WEBS: <https://pr-webs-vendor.des.wa.gov/>.

Question-and-answer period: May 2 – May 30, 2023. Submit questions or concerns about this solicitation in writing to the Contract Specialist: Bernadette Connor at DESProcurementConsulting@des.wa.gov.