



# NORTHWEST FLORIDA STATE COLLEGE

## Presidential Search

### 2023-2024-01 Notice: Request for Executive Search Firm Qualifications and Proposals

#### Questions

1. Does your firm allow any contractual relationships between the search firm and candidates for a position?

**No.**

2. Will your firm agree to forego and avoid any contractual relationships with candidates you would recommend for the NWFSC President position or who would be included in the pool for the NWFSC president position?

**Yes.**

3. Does your firm offer social media and print media reviews on candidates? If yes, please describe the scope of such a review and whether there are any additional charges beyond those disclosed in your original submission.

**Yes. We input the candidate into multiple search engines, match the candidate against a list of over 1,000 positive and negative reference points, and then send the report to an external team to review for legal compliance before releasing the report to the hiring manager. This is an optional service that costs an additional \$1,500.**

4. Describe the type and level of criminal background assessment your firm completes on candidates and, if applicable, whether there are any additional charges beyond those disclosed in your original submission.

**Our background check uncovers felony criminal convictions, misdemeanor criminal convictions, and infractions/violations (depending on jurisdiction). We cross-check with federal, national, county, SSN, global watchlist, sex offender, and Fraud Abuse Control Info Systems (FACIS) databases. This is an optional service that costs an additional \$1,500.**

5. Does your firm conduct any form of personal fiscal review on candidates? If yes, please describe the scope of such a review and whether there are any additional charges beyond those disclosed in your original submission.

**If legal in the applicable jurisdiction, we can engage an employment credit check which reveals accounts and balances, payment history, and foreclosures/repossessions. This is an optional service that costs an additional \$1,500.**

6. Describe the type of report or data your firm will provide to the search committee and/or Board of Trustees regarding each candidate's experience.

**Each report includes a CV, cover letter, answers to the interview questionnaire, a Charter Oak recommendation ("strong yes," "yes," "neutral," "no," or "definitely not"), and applicable artifacts (ex. certifications).**