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Long Beach City College • Long Beach Community College District
4901 East Carson Street • Long Beach, California 90808

November 13, 2020

SUBJECT: REQUEST FOR QUALIFICATIONS (RFQ) 21-D100 Recruitment Services – Superintendent-President Search

At Long Beach Community College District (LBCCD), we believe in the tenets of celebrating equity, diversity, and ensuring a positive and inclusive and accessible working and learning environment for all students, faculty, staff, administrators, and the community we serve. LBCCD believes diversity and accessibility fosters awareness, promotes mutual understanding and respect, and provides suitable role models for all who benefit from our programs and services.

Long Beach Community College District, designated as a Hispanic-Serving Institution (HSI) and the only Community College to be awarded the 2020 Seal of Excelencia, is seeking an experienced search firm that also celebrates and supports the above tenets to assist in the recruitment of new Superintendent-President. A comprehensive search for an innovative, student-focused, equity, diversity, and service-minded leader to take on the role of Superintendent-President of Long Beach Community College District. The search for the new Superintendent-President is anticipated to begin in early 2021.

The District feels it is important for all firms interested in submitting a proposal to understand the Mission and Values of LBCCD and its commitment to accessibility for students, faculty, staff, community, and visitors:

MISSION STATEMENT:

Long Beach Community College District is committed to providing equitable student learning and achievement, academic excellence, and workforce development by delivering high-quality educational programs and support services to our diverse communities.

LONG BEACH COMMUNITY COLLEGE DISTRICT'S VALUES:

PURPOSEFUL

The College provides students clear pathways and support to attain their career and educational goals.

NURTURING

The College provides an environment in which students, faculty, and staff build relationships that are understanding and supportive.

RESPECTFUL

The College values and celebrates the exemplary contributions of faculty, staff, and its community partners in supporting students.

FOCUSED

The College embraces a long-term commitment to innovative student success.

CONNECTED

The College is recognized as integral to an inclusive, vibrant, and prosperous local, regional, and global community

Interested search firms are required to review the District's strategic plan to obtain a better understanding of the District and the type of individual needed to provide long term leadership to make this plan a reality. The plan can be found at <https://www.lbcc.edu/sites/main/files/file-attachments/lbcc-strategic-plan.pdf>. The goal is to identify an individual who will continue the Long Beach Community College District leadership role as an innovator and bellwether for community college progress.

The District invites qualified and experienced executive recruitment firms that have proven expertise in performing current comprehensive search services for similar level positions in higher education, preferably California Community Colleges. Interested search are required to register their interest in this Request for Qualifications (RFQ) by emailing Alan Moloney at amoloney@lbcc.edu, with a copy to Blanca Morales at bmorales@lbcc.edu, with a request for the RFQ documents. Registered firms will be provided a copy of the Request for Qualifications documents by email.

Additional information about the work to be completed under this RFQ, along with instructions for preparing your proposal and other pertinent information will be sent to all firms who register their interest and request the RFQ documents. All updates to this RFQ will be handled by addenda and emailed to all registered firms. All addenda issued shall become part of the RFQ. No addenda will be posted to the District website, so please list a back-up person in your request for the documents for receiving any electronic documents, addenda, or notifications. Notice of this Request for Proposal will be posted to the District's Current Bids and RFQ website at <https://www.lbcc.edu/contracts-and-purchasing>

Electronic responses to this RFQ shall follow the format and instructions outlined in the RFQ document and are to be submitted electronically no later than **4:00 p.m., on December 9, 2020**. Qualifications received after this date and time may, at the discretion of the District, be rejected without consideration. No faxed, hand delivered, or paper proposals will be considered.

The firms which meet the minimum mandatory requirements and provide the required information set forth in the RFQ will be presented to the Board of Trustees at the December 21, 2020, Board of Trustees Meeting. The Board will determine the final recruitment firm and direct District staff to issue a contract to the finalist at this meeting. The contract will be brought back to the Board for ratification at a later meeting.

All questions and inquiries must be submitted by email to the contacts listed above no later than 4:00 p.m. November 25, 2020. No other District employee or member of the Board of Trustees shall be contacted regarded this RFQ process. Failure to follow instructions may cause your response to be considered non-responsive.

Sincerely,

Alan Moloney
Deputy Director,
Purchasing and Contracts
(562) 938-4541