

# HIRING A PROFESSIONAL SERVICES PARTNER

Sheryl Van Anne, General Manager

04.21.21

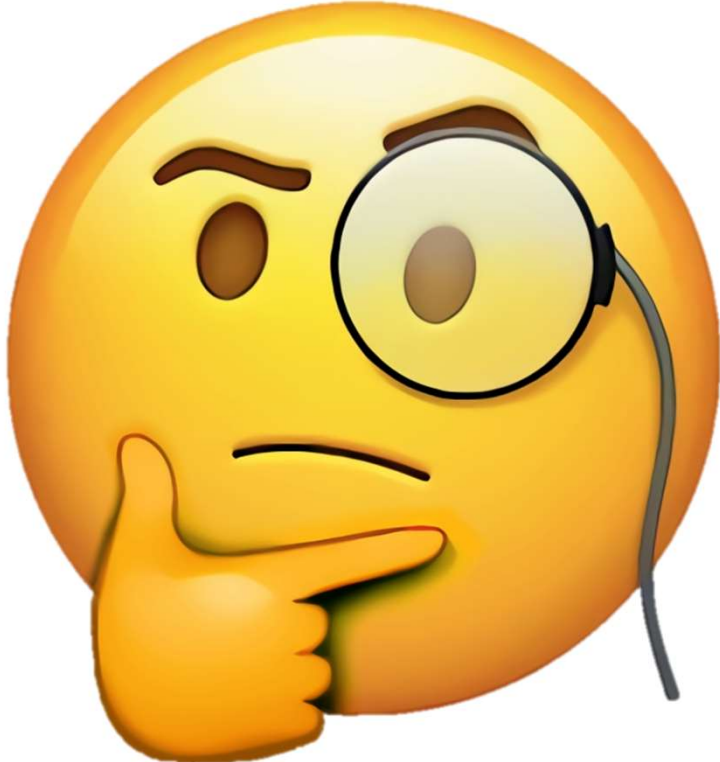


# WHAT IS A PROFESSIONAL SERVICES PARTNER?

**According to the Illinois Community College Act,**  
All contracts in excess of \$25,000 need to be awarded to lowest responsible bidder except...

**“CONTRACTS FOR THE SERVICES OF  
INDIVIDUALS POSSESSING A HIGH DEGREE  
OF PROFESSIONAL SKILL....”**

(110 ILCS 805/3-27.1)





**HIGH DEGREE OF SKILL**





# PROFESSIONAL SERVICES SELECTION ACT







# OTHER PROFESSIONAL SERVICES

Construction Manager  
Auditors  
Owner Representatives  
Signage Designers

Whatever Your  
Board Says

RFQ  
RFP  
Interviews  
Previous Experience





**AN ANNE IS NOT A REAL LAWYER. SHERYL VAN ANNE IS NOT A REAL LAWYER. SHERYL VAN ANNE IS NOT A REAL LAWYER.**

# TOP CONCERNS



**Hiring the right firm**

# HOW?

1

**TAKE YOUR TIME**

PLAN FOR IT

2

MAKE IT AT LEAST

**A TWO STEP  
PROCESS**

3

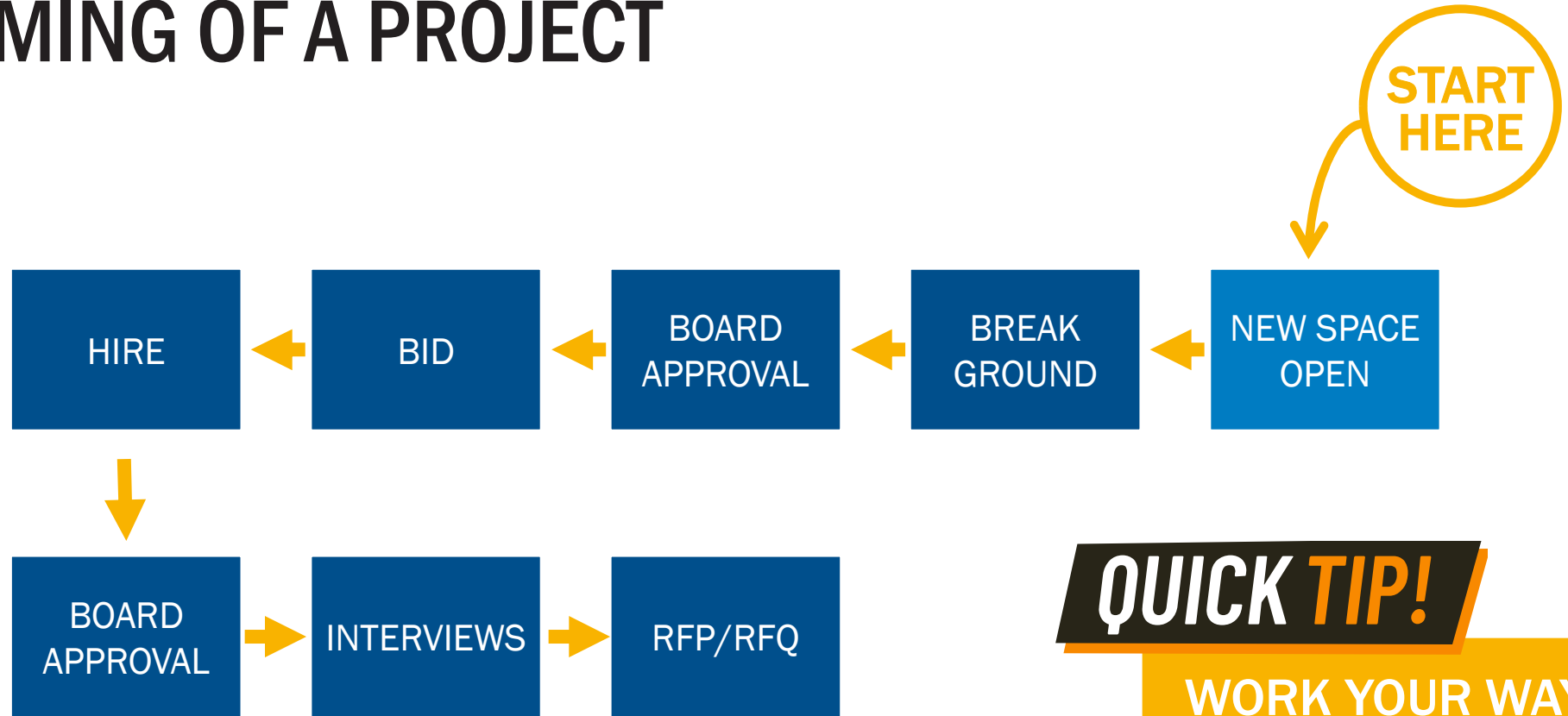
HAVE A

**CLEAR  
UNDERSTANDING**

OF THE TEAM YOU  
WILL WORK WITH



# ▶▶ TIMING OF A PROJECT



# WATCH OUTS

## COMMUNICATION

---

## ADVOCACY



# HERE'S WHAT YOU SHOULD ASK/DO

1

**STAFF -**

WRITE IT IN THE  
CONTRACT

2

**MULTIPLE  
MEET-UPS**

WITH THE TEAM

3

**SHORTEN THE  
RFQ/RFP**

TO WHAT MATTERS



A blue-tinted photograph of a construction site. The image shows a complex network of steel beams and structural elements. In the foreground, a worker wearing a hard hat and safety gear is visible, looking upwards. The background shows more of the building's framework and a glimpse of a cityscape in the distance. The overall scene is industrial and focused on construction work.

QUESTIONS?