HIRING A PROFESSIONAL SERVICES PARTNER

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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

Architects
Engineers
Surveyors

Request for Qualifications (RFQ)

NO $$

Mortenson
OTHER PROFESSIONAL SERVICES

Construction Manager
Auditors
Owner Representatives
Signage Designers

Whatever Your Board Says

RFQ
RFP
Interviews
Previous Experience
SHERYL VAN ANNE IS NOT A REAL LAWYER. SHERYL VAN 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

START HERE

HIRE ➔ BID ➔ BOARD APPROVAL ➔ BREAK GROUND ➔ NEW SPACE OPEN

BOARD APPROVAL ➔ INTERVIEWS ➔ RFP/RFQ

QUICK TIP!
WORK YOUR WAY TO THE LEFT
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