



## INTENT TO FUND

### RECOMMENDATION

In Response to the Executive Search Services Request for Qualifications (RFQ), the Ad Hoc Committee comprised of First 5 Contra Costa Commissioners and Staff will recommend funding the following:

#### **Cooperative Personnel Services dba CPS HR Consulting**

The First 5 Contra Costa Commission's Executive Committee will be convened if necessary to hear and respond to any appeals regarding this RFQ. All decisions made by the Commission's Executive Committee will be final and cannot be appealed further.

### APPEAL

Only applicants who have submitted a response with this RFQ process may appeal the RFQ process. Appeals must be in writing and shall be limited to the following grounds:

- The RFQ evaluation and eligibility criteria were not appropriately applied to the proposal; and/or
- The Commission failed to follow the RFQ process/procedures

Appeals must be submitted in writing by Wednesday, September 4, 2019 by 1:00 pm or within five (5) business days after the "Notice of Intent to Fund" has been posted in the Commission's Office. Oral appeals will not be accepted. Appeals should be addressed and submitted as follows:

#### **APPEAL: Executive Search Services RFQ 19/20**

Attn: Lisa R. Johnson, Grants and Contracts Manager  
First 5 Contra Costa Children & Families Commission  
1485 Civic Court (formerly Enea Court), Suite 1200  
Concord, CA 94520