



Association of State
Boards of Geology

**ASBOG® Solicitation
for
Executive Director Services**

**Released: September 8, 2026
Proposals Due: November 13, 2026**



Solicitation for Services

SOLICITATION TITLE: ASBOG Solicitation for Executive Director Services

PROPOSAL DUE DATE: NOVEMBER 13, 2026, 5:00 p.m. local time in Douglasville, Georgia (EDT).

MANDATORY REQUIREMENTS FOR RESPONDING: This procurement is open to individuals or organizations that satisfy the minimum qualifications, are capable of performing the services described in the attachments and provide all required information requested in this solicitation.

Respondents must demonstrate their capability to meet each item described in this solicitation. This must include a summary of the respondent's qualifications and capability to deliver the services outlined, together with evidence of relevant executive leadership, organizational management, or comparable professional experience.

Respondents who do not demonstrate that they meet the minimum qualifications will be considered non-responsive and will be eliminated from consideration. This determination is at the sole discretion of the Association of State Boards of Geology (ASBOG).

SCHEDULE: The tentative schedule is provided in the following table. ASBOG reserves the right to adjust this schedule as needed. Except as noted, the following schedule represents ASBOG's best estimate. All times indicated are either Eastern Daylight-Saving Time (EDT) or Eastern Standard Time (EST). If any component of this schedule is delayed, the rest of the schedule may be amended; however, ASBOG reserves the right to amend or revise the timetable without prior written notice.



Anticipated Schedule:

Event	Date
Solicitation Release	Sept 8, 2026
Virtual Meeting for Interested Parties. ASBOG will present an overview of the organization, the Executive Director opportunity, and allow questions. <u>Interested parties should use the contact information below to receive the virtual meeting link.</u>	Oct 8, 2026 @ 11 a.m. Eastern
Proposals due to ASBOG	Nov 13, 2026 @ 5:00 p.m. Eastern
Notification to Short Listed Respondents	Feb 12, 2027
Virtual Interviews	March 1-5, 2027
Mandatory In-Person Interviews	April 8-9, 2027
Notification to Winning Respondent	May 1, 2027
Contract Start Date	July 1, 2027

If the Winning Respondent does not sign a final contract within thirty (30) business days of contract award, ASBOG may cancel the selection and award the contract to another qualified Respondent or reissue the solicitation at ASBOG's discretion.

All communications regarding this solicitation shall be submitted electronically to the ASBOG Solicitation Coordinator and the ASBOG Executive Director:

ASBOG Solicitation Coordinator:
Jason Patton, jpatton@asbog.org

ASBOG Executive Director:
Deana Sneyd, dsneyd@asbog.org



Table of Contents

DEFINITIONS WITH ACRONYMS	2
1 INTRODUCTION	4
1.1 Purpose/Objective	4
1.2 Background	4
1.3 General Evaluation Criteria	5
1.3.1 Qualitative Review of Mandatory Requirements.....	6
1.3.2 Quantitative Review	6
2 GENERAL INFORMATION FOR RESPONDENTS	7
2.1 Solicitation Communications.....	7
2.2 Respondent Review and Written Questions	7
2.3 Disclosure of Proprietary or Confidential Information	7
2.4 Conflict of Interest	8
2.5 Incorporation of Respondents Proposal in the Contract	8
2.6 Cost of Proposal Preparation/Interview	8
2.7 Insurance Coverage	8
2.8 Compliance with ASBOG Conduct and Harassment Policy and Travel Policy	8
2.9 Waiver of Minor Irregularities.....	9
2.10 Solicitation Amendments.....	9
2.11 Right to Reject All Proposals	9
2.12 Authority to Bind ASBOG	9
3 PROPOSAL FORMAT, CONTENT, AND SUBMITTAL.....	10
3.1 Deadline for Proposals.....	10
3.2 Respondent Due Diligence	10
3.3 Proposal Organization.....	10
3.3.1 Section 1: Respondent Identification and Information	11
3.3.2 Section 2: Executive Summary and Compensation Structure.....	11
3.3.3 Section 3: Scope of Services.....	12
3.3.4 Section 4: Respondent Qualifications and Relevant Experience.....	12
3.4 Proposal Submission.....	12
ATTACHMENTS.....	13
1. Scope of Services.....	A1-1
2. Respondent Qualifications and Relevant Experience.....	A2-1

DEFINITIONS WITH ACRONYMS

ASBOG Executive Committee: The group of duly elected officers of ASBOG and the Executive Director.

ASBOG Selection Committee: The group of individuals authorized by the ASBOG Executive Committee to review proposals, conduct short list interviews, prepare a ranked short list, and recommend the Winning Respondent to the ASBOG Executive Committee for approval.

Respondent: A person or organization (contractor, supplier, or vendor) who responds to this solicitation for the services described in this document.

Certified Public Accountant (CPA): A licensed accounting professional qualified to provide financial accounting, auditing, tax, and advisory services in accordance with applicable professional standards and state licensing requirements.

Computer Based Testing (CBT): A method of examination delivery in which candidates complete the ASBOG licensure examinations electronically at authorized testing centers using computer workstations rather than paper-based examinations.

Council of Examiners (COE): A group of professional geologists who serve as SMEs to develop fair and impartial examinations for measuring competency within the profession of geology.

Fundamentals of Geology (FG) Examination: The ASBOG national geology licensure examination emphasizing knowledge and skills that are typically acquired in an academic setting leading to a baccalaureate degree in geology.

Member Boards: Member Boards are dues-paying state boards or other legal entities constituted by states, territories, and the District of Columbia of the United States of America to administer the licensure/registration of geologists.

National Association of State Boards of Geology (ASBOG): A nonprofit organization whose principal service is to develop standardized examinations for determining qualifications of applicants seeking licensure as professional geologists.

Practice of Geology (PG) Examination: The ASBOG national geology licensure examination emphasizing skills and knowledge acquired or expanded in a practice or job setting.

Solicitation Coordinator: The individual selected by ASBOG to coordinate the solicitation and selection process.



Subcontractor: A business entity who has a contract with the Winning Respondent to perform specific tasks related to the completion of work specified in this solicitation. The Winning Respondent is responsible for all work performed by their subcontractors.

Subject Matter Experts (SMEs): Professional geologists who are licensed in at least one ASBOG Member State who volunteer to participate in the COE workshops to address a variety of objectives regarding the exams.

Winning Respondent: The person or organization selected by ASBOG to sign a contract to perform the services described in this solicitation.

1 INTRODUCTION

1.1 Purpose/Objective

The National Association of State Boards of Geology (ASBOG) is soliciting proposals from qualified individuals or organizations to serve as the Executive Director under an independent contractor agreement with an effective start date of July 1, 2027. The Executive Director will serve as ASBOG's chief administrative officer and will be responsible for the day-to-day management of the organization, implementation of policies established by the Executive Committee, execution of strategic initiatives, oversight of organizational operations, and coordination of ASBOG's programs, committees, meetings, and external relationships.

ASBOG seeks a contractor with demonstrated executive leadership, organizational management, financial oversight, and stakeholder engagement experience who can effectively support ASBOG's mission while maintaining the highest standards of professionalism, integrity, and accountability. The successful Respondent will work collaboratively with the Executive Committee, Member Boards, volunteers, committees, vendors, and other stakeholders to ensure the efficient operation and continued advancement of the organization.

ASBOG anticipates entering into a professional services agreement with a single independent contractor to provide Executive Director services. Respondents should propose a compensation structure that clearly identifies all fees and the services included. ASBOG's preferred compensation model is a fixed monthly fee covering the routine services described in the Scope of Services. ASBOG envisions the level of effort for these services will require the equivalent of a full-time commitment with an anticipated annual compensation range of \$175,000 to \$200,000. Because this is an independent contractor engagement, benefits are not included.

1.2 Background

ASBOG is a nonprofit organization comprised of Member Boards representing U.S. states and territories that license and regulate the professional practice of geology. ASBOG serves as the national coordinating body through which Member Boards collaborate to advance consistent standards of competency and public protection in the geosciences.

A central function of ASBOG is the development, validation, and administration of standardized national licensure examinations for geologists. These examinations are constructed through a defensible, psychometrically sound process that includes job task analysis, subject-matter expert involvement, statistical validation, and ongoing review. The examinations are designed

to measure minimum competency for entry into the professional practice of geology and serve as a critical component of state licensure decisions.

ASBOG currently develops and maintains two national examinations:

- The Fundamentals of Geology (FG) Examination, which assesses foundational knowledge typically acquired in an academic setting leading to a baccalaureate degree in geology; and
- The Practice of Geology (PG) Examination, which evaluates applied knowledge, professional judgment, and decision-making consistent with responsible practice.

ASBOG conducts its activities through the collaborative efforts of its Executive Committee, Member Boards, standing committees, volunteers, subject matter experts (SMEs), and contracted service providers. The Executive Director serves as the primary coordinator of these activities and is responsible for ensuring that organizational operations, meetings, communications, financial administration, examination programs, strategic initiatives, and other organizational functions are carried out efficiently and in accordance with policies established by the Executive Committee.

ASBOG seeks a contractor capable of providing experienced executive leadership while maintaining continuity of operations, supporting the organization's strategic priorities, strengthening relationships with Member Boards and external partners, and ensuring the effective administration of ASBOG's programs and services. The successful Respondent will be expected to provide proactive leadership, sound organizational management, and responsive support to the Executive Committee in advancing ASBOG's mission.

1.3 General Evaluation Criteria

The ASBOG Executive Committee has designated a specific group of individuals within its management structure to serve as the Selection Committee for this solicitation. The ASBOG Selection Committee will review submitted proposals, conduct interviews, and make recommendations to the Executive Committee. The Executive Committee will select the Winning Respondent.

The Selection Committee will review proposals for compliance with the solicitation and procedural requirements. Proposals deemed non-responsive will be eliminated from further consideration. Failure of the Respondent to provide any information requested in the solicitation may result in disqualification of the proposal and shall be the responsibility of the Respondent.

The Selection Committee will consider how well each proposal meets the needs of ASBOG. It is important that the proposal be clear and complete, so the Selection Committee may understand all aspects of the proposal.

1.3.1 Qualitative Review of Mandatory Requirements

The Selection Committee will evaluate all proposals and verify complete submittal of all information requested in this solicitation, including attachments:

- Attachment 1 - Scope of Services
- Attachment 2 – Respondent Qualifications and Relevant Experience

To satisfy mandatory requirements, respondents must meet the minimum qualifications and proposals must fully address all information in this solicitation, including attachments. Proposals that fail to provide all required information will be eliminated from further consideration.

1.3.2 Quantitative Review

The Selection Committee will perform a quantitative review of all proposals that satisfy the qualitative review of mandatory requirements. Proposals will be scored based on how comprehensively respondents address the requirements outlined in the attachments to this solicitation. The evaluation process will include a structured review of each section of the proposal by the Selection Committee.

2 GENERAL INFORMATION FOR RESPONDENTS

2.1 Solicitation Communications

The Solicitation Coordinator and the current Executive Director are the sole points of contact for ASBOG for this procurement. All correspondence between Respondent and ASBOG for this solicitation shall be submitted in accordance with the instructions set forth in this document.

Any other communication will be considered unofficial and non-binding on ASBOG. Communication directed to other parties may result in disqualification. All proposals should be based on the material contained in the solicitation and any subsequent amendments posted to the ASBOG webpage. Disregard any draft material you may have received and any oral representations by any party.

ASBOG is not responsible for delays or non-receipt of any communications by the prospective Respondents. It is the responsibility of all Respondents to request an email delivery receipt or email read receipt when communicating with ASBOG. ASBOG will not provide delivery confirmation for any email received.

2.2 Respondent Review and Written Questions

It is the Respondent's responsibility to carefully review this solicitation. Solicitation documents include this solicitation, any attachments, schedules referred to herein, and any other relevant documentation. ASBOG will not respond to verbal or informal questions.

Questions concerning defects, discrepancies, omissions, questionable, or objectionable matter related to this solicitation must be made in writing to the solicitation contacts. Allowing ASBOG to issue any necessary amendments and/or response to comments regarding this solicitation will help prevent Respondents from preparing proposals in response to erroneous information.

Questions submitted must identify the prospective Respondent, and include reference to the specific page, section, and/or paragraph, as applicable. The subject line of any email containing a pertinent question shall include the word "Question."

2.3 Disclosure of Proprietary or Confidential Information

ASBOG shall not disclose the contents of any proposal submitted to anyone outside of the Selection Committee and the Executive Committee. Additionally, by submitting a proposal, all

Respondents agree that they will not disclose or discuss any information about the solicitation and selection process to anyone outside of their organization.

2.4 Conflict of Interest

Respondents to this solicitation, including the Winning Respondent, shall not offer or provide payments, rebates, refunds, commissions, or compensation, whether in the form of money or otherwise, to the Solicitation Coordinator, Selection Committee, Executive Committee, Executive Director, Committee Chairs, Member Boards, other ASBOG vendors, or SMEs for any reason.

2.5 Incorporation of Respondents Proposal in the Contract

The Winning Respondent's response, including all promises, warranties, commitments, and representations made in the successful proposal, shall be binding and incorporated by reference in ASBOG's contract(s) with the Winning Respondent.

2.6 Cost of Proposal Preparation/Interview

All costs incurred by Respondents in preparing and submitting a proposal and conducting discussions, participating in interview(s), or contract negotiations, if any, shall be at the Respondent's sole expense and are the Respondent's sole responsibility. ASBOG will not be liable for costs incurred before a contract is fully executed.

2.7 Insurance Coverage

The Winning Respondent is expected to maintain insurance coverage, including cyber coverage, that meets the unique needs of the organization. ASBOG reserves the right to negotiate insurance coverage with the Winning Respondent.

2.8 Compliance with ASBOG Conduct and Harassment Policy and Travel Policy

By submitting a proposal, all Respondents acknowledge and understand that all person(s) representing and associated with the Respondent are required to comply with the ASBOG Code of Conduct as posted on the official ASBOG website.

Additionally, all Respondents acknowledge and understand that the Winning Respondent's expenses resulting from travel associated with the Scope of Services must comply with ASBOG's reimbursement travel guidelines.

2.9 Waiver of Minor Irregularities

ASBOG reserves the right to waive or permit cure of nonmaterial variances in the submitted Proposal if, in the judgment of ASBOG, it is in the best interest of ASBOG to do so. Nonmaterial variances include but are not limited to: minor failures to comply that do not affect overall responsiveness, that are merely a matter of form or format, that do not change the relative standing or otherwise prejudice other Respondents, that do not change the meaning or scope of the solicitation, or that do not reflect a material change in the requirements of the solicitation. If ASBOG waives or permits cure of nonmaterial variances, such waiver or cure will not modify the solicitation requirements or excuse Respondent from full compliance with solicitation requirements or other contract specifications if Respondent is awarded the contract. The determination of materiality is in the sole discretion of ASBOG.

2.10 Solicitation Amendments

ASBOG reserves the right to amend this solicitation at any time prior to the closing date for best and final offers. All addenda issued shall be incorporated into the resulting contract.

2.11 Right to Reject All Proposals

Notwithstanding any other provision of this solicitation, this solicitation does not commit ASBOG to award a Contract. ASBOG reserves the right to reject any and all proposals or any portions thereof, at any time and/or to cancel this solicitation and to initiate a new solicitation process.

2.12 Authority to Bind ASBOG

The ASBOG President and the Executive Committee's designees are the only persons who may legally commit ASBOG to the expenditures of funds under any contracts, contract amendments, or task orders issued as part of the contract resulting from this solicitation. Respondent shall not incur, and ASBOG shall not pay, any costs incurred before a contract or any subsequent amendment is fully executed.

3 PROPOSAL FORMAT, CONTENT, AND SUBMITTAL

3.1 Deadline for Proposals

Proposals will only be accepted until the due date described in the Anticipated Bid Schedule on Page ii of this solicitation. Proposals received after the deadline will be rejected. Timely receipt of proposals shall be evidenced by the date and time of the email received.

Proposals may be withdrawn at any time prior to the deadline set by ASBOG, provided that a request in writing, executed by the Respondent or the duly authorized representative, is provided to ASBOG. The withdrawal of a proposal shall not prejudice the right of a Respondent to submit a new proposal, but any such new proposal must still be received before the stated deadline.

3.2 Respondent Due Diligence

Before submitting a proposal, each Respondent must examine the solicitation documents thoroughly. Solicitation documents include this solicitation, any attachments, and other relevant documentation. Failure on the Respondent's part to meet the requirements herein may result in a determination of non-responsiveness and subsequent disqualification of proposal.

3.3 Proposal Organization

Proposals shall be organized in this order:

- Table of Contents: The table of contents shall clearly identify the material by section and by page number.
- Section 1: Respondent Identification and Information
- Section 2: Executive Summary and Compensation Structure
- Section 3: Scope of Services (Attachment 1)
- Section 4: Respondent Qualifications and Relevant Experience (Attachment 2)

The following subsections summarize the information expected in each Section of the submitted proposal as listed above.

3.3.1 Section 1: Respondent Identification and Information

Respondent shall submit the Proposal under the company's exact legal name as registered with the Secretary of State, if applicable, and shall indicate exact legal name on the Respondent Identification and Information page. Failure to do so may result in rejection of the proposal or delay proper execution of a resulting contract, if any.

- Business Credit Check: Please note that ASBOG reserves the right to conduct a business credit check on all Respondents. Identifying information, including the company's registered name, other names (DBAs), legal address, and Respondent's Federal EIN/TIN number should be included. If necessary, ASBOG reserves the right to request additional information from Respondents to complete this process.
- Pending Litigation: The Respondent shall disclose any pending or past litigation to which they are a party, including the disclosure of any outstanding judgment. If applicable, please explain how litigation may/may not materially impact the Respondent or the Respondent's ability to fully perform and complete the contract.
- Other Notable Items: Respondent shall disclose any other items of note that may materially impact the Respondent or the Respondent's ability to fully perform and complete the contract. This shall include information regarding data or security breaches that Respondent has experienced and how they were resolved.

3.3.2 Section 2: Executive Summary and Compensation Structure

The executive summary shall summarize the contents of the proposal in a way that gives the review committee a broad understanding of the entire Proposal and must also contain the following:

- Compensation Structure: The Respondent shall provide a proposed compensation structure for the Executive Director services described in this solicitation. The proposal should identify the proposed monthly fee and annualized compensation, and identify any services, costs, or expenses that would be billed separately.
- Assumptions or Constraints: A statement on whether the Proposal contains any assumptions or constraints and must also identify and describe each such assumption and constraint. If neither assumptions nor constraints are included in the Proposal, a statement to that effect must be made.

3.3.3 Section 3: Scope of Services

The Proposal narrative shall describe how the Respondent intends to fulfill the Scope of Services specified in Attachment 1.

- Respondents may propose to fulfill any of the responsibilities outlined herein by entering into a subcontract with an individual, organization, or other entity that possesses the requisite expertise to fulfill the requirements of the solicitation.
- Respondents shall retain sole responsibility for the completion of all tasks. The use of subcontractors shall not place additional burdens or demands on ASBOG (e.g., coordinating with staff from multiple contractors).
- If a proposal involves the use of any subcontractor, the subcontractor shall also comply with all requirements, terms, and conditions specified in this solicitation and the contract negotiated with the Winning Respondent.

3.3.4 Section 4: Respondent Qualifications and Relevant Experience

This section shall follow the format and provide the information specified in Attachment 2.

3.4 Proposal Submission

Respondent shall submit a Proposal using the format described, in the same order as provided, and as otherwise instructed by this solicitation. Failure to comply may result in a determination that the proposal is non-responsive.

The standard format will facilitate ASBOG's review, comparison, evaluation of proposals, and verification as to whether the mandatory requirements are met by each Respondent and the Respondent's proposal. The format is not intended to limit the content of a proposal in any way. Respondent may include any additional data or information that is deemed pertinent to this solicitation.

The proposal shall be submitted as follows:

- Respondent shall submit one electronic PDF file containing the final proposal in the format specified, delivered to the Solicitation Coordinator and Executive Director at the email addresses specified above.



ATTACHMENTS

1. Scope of Services
2. Respondent Qualifications and Relevant Experience

Attachment 1: Scope of Services

The Respondent shall provide a written narrative describing its approach to fulfilling each responsibility identified in the Scope of Services. The proposal shall include the methodologies, management practices, communication protocols, staffing approach (if applicable), and other information necessary to demonstrate the Respondent's ability to successfully perform the services described herein. The Scope of Services establishes ASBOG's minimum duties and responsibilities. Respondents may propose additional services or alternative approaches that improve organizational effectiveness or advance ASBOG's strategic objectives, provided such proposals remain consistent with the intent of this solicitation.

I. EXECUTIVE LEADERSHIP, GOVERNANCE, & STRATEGIC PLANNING

Lead the organization to achieve its mission and vision through collaborative relationships with all ASBOG stakeholders. Responsible for achieving short- and long-term goals of ASBOG, and growing ASBOG's reach and exposure in the market it serves, each by leveraging ASBOG's longstanding team of volunteers, consultants and advisory groups. Lead the development, execution, and continuous monitoring of ASBOG's strategic plan and long-term organizational goals. Develop and maintain collaborative relationships with Member Boards, Affiliate Organizations, International representatives, and geological societies, including attendance at meetings that benefit the geoscience community. Monitor and provide strategic guidance regarding legislative and regulatory threats to state licensure boards and universities. Lead efforts to enhance the visibility, reputation and influence of ASBOG. Serve as the primary spokesperson for ASBOG and provide strategic oversight of all external communications. Support outreach efforts to increase awareness of ASBOG's role in protecting the public through its mission.

II. FINANCIAL, LEGAL, & COMPLIANCE MANAGEMENT

Ensure operations adhere strictly to the provisions of 501(c)(6) professional nonprofit regulations, including proactive maintenance of corporate registrations, trademarks, and intellectual property. Direct all aspects of financial operations including setting annual budgets, bookkeeping, monitoring expenditures, maintaining organizational property, and growing investment capital. Collaborate with the Executive Committee Treasurer, Committee on Finances, and external CPA/auditors to maintain ledgers in accordance with generally accepted accounting principles in operating the business of ASBOG. Direct the preparation of the annual tax forms with the external CPA.

III. SERVICE PARTNER MANAGEMENT

Manage and direct the Computer-Based Testing (CBT) vendor relationship, including overseeing all aspects of exam delivery. Act as the primary operational link between external psychometricians, test administrators and SMEs to ensure examination defensibility and operational integrity. Oversee relationships, contract negotiations, and performance outcomes for external legal counsel,



CPA/auditors, insurance brokers, banking institutions, and other consultants. Manage the legal maintenance and renegotiation of Member Board agreements.

IV. OPERATIONS & OFFICE ADMINISTRATION

Establish and maintain the principal administrative office of ASBOG and ensure the efficient operation of the organization's headquarters functions. Ensure compliance with applicable business practices as set forth in ASBOG Bylaws and provide the necessary support for ASBOG mission and governance responsibilities.

V. MEETING, WORKSHOP, & EVENT LOGISTICS

Plan, execute logistics, manage and attend programming for all official ASBOG events, including, but not limited to:

- o Four (4) in-person Executive Committee Meetings annually.
- o Two (2) Committee Chair Workshops.
- o Two (2) Council of Examiners (COE) Workshops and associated field trips.
- o Up to two (2) Item Writing Workshops.
- o One (1) Administrators Workshop.
- o The ASBOG Annual Meeting and the Annual Meeting digital e-book.

Oversee the coordination of all official networking, social receptions, ASBOG merchandise and field trips associated with major workshops and annual meetings.

Attachment 2: Respondent Qualifications and Relevant Experience

Minimum Qualifications

The proposed Executive Director shall meet the following minimum qualifications:

- Academic degree in geology or closely related field.
- Hold, or have the qualifications to obtain, a Professional Geologist license in a U.S. jurisdiction.
- Fifteen (15) years of progressively responsible leadership experience.
- Demonstrated understanding of professional licensure and regulation.
- Extensive project management experience.
- Excellent written and oral communication skills.

Relevant Experience

The Respondent shall identify the individual proposed to serve as ASBOG's Executive Director. As described in Attachment 1, the proposal shall demonstrate that the individual possesses the qualifications, experience, leadership skills, and availability necessary to successfully fulfill the Scope of Services. In addition, the proposal shall also include the following:

- A résumé or curriculum vitae describing the proposed Executive Director's education, professional credentials (e.g. licenses, certifications, etc.), employment history, and relevant executive leadership experience.
- A narrative describing the individual's project management experience and ability to complete projects within time and budget constraints.
- A description of the individual's experience working with external stakeholders (e.g. governing boards, volunteer committees, contractors).
- A description of the individual's approach to organizational leadership, strategic planning, and operational management.
- A description of any other significant professional commitments that could materially affect availability.
- A description of the individual's ability to provide continuity of services during planned or unplanned absences.
- A description of the individual's philosophy for working with volunteer leadership and building productive relationships with contractors, committees, Member Boards, SMEs, and other stakeholders.

The proposed Executive Director shall be the individual who performs the majority of the services under any resulting contract. Substitution of the proposed Executive Director for any tasks after contract award shall require the prior written approval of ASBOG.