



2022 Executive Coaching Services: Questions and Answers

1. Are you looking for a standard hourly rate or would you like us to also propose some of our key leadership coaching programming and curriculum which typically includes workshops as well as the one-on-one sessions?

Standard hourly rate for one-on-one sessions will be ideal. Our HR leadership is seeking 1:1 session primarily. However, we've allowed facilitated discussion/workshops between 2 leaders in the past and would like to get that option open going forward as well.

2. What is the # of high potential executive leaders you anticipate supporting with executive coaching, and with assessments, over the 3-year period?

Number will be contingent of number of promotions, identified high potential and cost. Approximately six per year.

3. When do you expect the first engagement to commence - month and year? And do you have an anticipated 'flow' - i.e., 4 leaders per quarter over the 3-year period?

December of 2022. See response to question 1.

4. What are your locations (assuming all in Illinois - but which cities?) for in-person coaching, i.e. where are your high potential leaders located? (Note: ECC provides coaching both in-person and virtually.)

Oak Brook, IL (virtually in Springfield, IL)

5. Who and what title within IMRF, will be responsible for program management/implementation?

Human Resources Director, with Executive Director input.

6. Per your General Instructions, "The bid must be submitted on the IMRF Bid Sheet, which is hereby made an integral part of this document." Where in the RFP is this Bid Sheet?

Please disregard. In lieu of bid sheet, submit your firm's fee proposal.

7. Are you reaching out solely to MWBE firms? Are you looking solely for a MWBE vendor for this program?

While we highly encourage participation in the RFP process by MWDBE's, consideration and award are open to all qualified firms. I'd encourage you to review IMRF's Diversity Procurement Policy.



8. How many potential firms you are anticipating responding? How many firms did you provide the RFP?

RFP is posted publicly on our website and six firms were directly invited via email notice. At present, four firms have expressed intend to participate.

9. How did you find/happen upon Executive Coaching Connections in your RFP process?

Sourcing is initially focused on the Chicagoland or Tri-State area with emphasis on MWDBE firms. We leverage connections with multiple supplier diversity advocacy and certifying organizations. ECC was located through a Google search and WBENC.

10. Does the project represent a continuation of a past or current effort or is this a new initiative?

Continuation of current efforts.

11. Do you have an incumbent who provides similar services to those described in the RFP? If yes, what advantage, if any, would such a vendor have in competing for the current project?

Yes, there is an incumbent. No preference in evaluation score will be provided to incumbent.

12. What is your budget or budget range or how much have you spent on similar work in the past?

Information on current and prior contract can be requested via a formal FOIA request.

13. What is your estimate of the number of individuals who would be served by the project? What are their titles?

Number will be contingent of number of promotions, identified high potential and cost. Approximately six per year.

14. What is your preferred modality for meetings (in-person, virtual)? Will all meetings be conducted using the same modality?

Either mode is acceptable – in person or virtual.

15. If there is a face-to-face facilitator, can there also be a virtual facilitator?

Yes

16. Will answers to questions from all potential vendors be shared among all of us?

Yes. Questions and answers will be made available this Friday.



17. Item 11 in the General Instructions says that the bid must be submitted on the IMRF Bid Sheet. If this is the required method to submit our proposal, can this bid sheet be provided?

Please disregard. In lieu of bid sheet, submit your firm's fee proposal.

18. In our proposal, may we include references and hyperlinks to electronic resources, e.g, to web pages?

Yes.

19. Will the bid award go to a cadre, or will there be a single award?

We are open to multiple awards based on quality and cost.