

OFFICE OF BUSINESS SERVICES
REQUEST FOR PROPOSAL TITLE: TRAINING & COACHING CONSULTING SERVICES
RFP NUMBER: E523-006
RFP CLOSING DATE: NOVEMBER 28, 2022 @ 3:00 PM



ADDENDUM #1

Issued: November 17, 2022

ADDENDUM FOR THE PURPOSE OF:

- To provide the attached questions and answers.

All other specifications, terms and conditions remain unchanged.

A handwritten signature in black ink that reads 'Patrick Johnson' in a cursive script.

Patrick Johnson, MBA
Director of Procurement

Please **sign** below to acknowledge receipt of this Addendum and return with the proposal. Failure to return this Acknowledgement of Addendum may deem a proposal nonresponsive.

NOTE: All proposals MUST BE RECEIVED **electronically** by 3:00pm Eastern Daylight Time on **November 28, 2022.**

Electronic proposal and addendum or addenda shall be sent to the following email address prior to the submittal deadline date and time at vendor.proposals@montgomerycollege.edu. **No responses will be accepted after this date and time.**

Company Name

Authorized Signature

Date

Printed/Typed Signature

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Vendor Questions	MC Response
1. Kindly elaborate on this deliverable. Does this mean that we will observe & evaluate 7 coaching sessions done by the target audience for their further coaches and provide feedback?	Coaching Quality Management requirement is related to follow-up observations of 7 staff members who complete the Foundational Coach Training and are participating in Ongoing Coach Training. The idea was to provide “Randomized observations and trend analysis of coaching quality.” This requirement does include providing “timely and actionable feedback on coaching skills and development opportunities.”
2. Are you looking at any formal accredited certification on internal TTT kind of facilitation certification?	The only certification proposed from a vendor was for one manager in Coaching Powered Leadership. I do not see any certifications required for the academic coaches.
3. Are there any budget restraints or limitations?	Budget is based on allocated funding.

***** End of Questions & Answers *****