



Recommendation for Action

File #: 21-1005, **Agenda Item #:** 50.

1/27/2021

Posting Language

Authorize negotiation and execution of multi-term contracts with 15 firms, to provide leadership coaching services, each for up to three years, for total amounts not to exceed \$750,000, divided among the contractors.

(Note: This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established. However, two of the recommended contractors identified subcontracting opportunities).

Lead Department

Purchasing Office.

Client Department(s)

Human Resources Department.

Fiscal Note

Funding in the amount of \$150,000 is available in the Fiscal Year 2020-2021 Operating Budget of various City departments. Funding for the remaining contract terms are contingent upon available funding from future budgets.

Purchasing Language:

The Purchasing Office issued a Request for Qualification Statements (RFQS) 5800 CTE4005 for these services. The solicitation issued on June 1, 2020 and it closed on July 14, 2020. Of the 24 offers received, the recommended contractors submitted the only responsive offers. A complete solicitation package, including a log of offers received, is available for viewing on the City's Financial Services website, Austin Finance Online.

Link: [Solicitation Documents](#)

https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=134189.

For More Information:

Inquiries should be directed to the City Manager's Agenda Office, at 512-974-2991 or

AgendaOffice@austintexas.gov <<mailto:AgendaOffice@austintexas.gov>>

NOTE: Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation's Authorized Contact Persons: Cyrenthia Ellis, at 512-974-1709 or cyrenthia.ellis@austintexas.gov <<mailto:cyrenthia.ellis@austintexas.gov>> or Al Drayton, at 512-974-2500 or alfonso.drayton@austintexas.gov <<mailto:alfonso.drayton@austintexas.gov>>.

Additional Backup Information:

These contracts will allow the Human Resources Department (HRD) to provide leadership coaching on demand to City departments as the need for these services arise, as well as provide a diverse pool of qualified firms who have experience in providing these services to large governmental agencies. The leadership coaching will support the enhancement of leaders within the City. The recommended firms are as follows:

- John Patrick Fennig D/B/A DRI Consulting
- Jen Spencer Coaches LLC D/B/A The Creative Executive
- GP Strategies Corporation
- Amy Wolfgang D/B/A Coaching 4 Good (HUB)
- NewGen Strategies and Solutions, LLC
- PCT Solutions D/B/A The BridgeField Group (MWBE/HUB)
- OpEx Solutions, Inc. (MBE/HUB)
- Cooperative Personnel Services D/B/A CPS HR Consulting
- Troy L. Coleman, PhD., Inc. D/B/A Coleman & Associates Consultants
- The Russell Consulting Group
- Ziksana Consulting Inc.
- Mercer (US) Inc. D/B/A Mercer Health Benefits, LLC
- Clare Merlo D/B/A Merlo Coaching
- Snap Management Group Inc. (MBE/HUB)
- Griff Development LLC

The recommended firms have extensive experience in leadership coaching on various topics for public sector clients, state and local government entities, public health, public safety, and utilities industries. The firms will be responsible for the entire process from initial assessment of the City's needs to ensuring one-on-one leadership coaching and leadership training. These firms will provide services that include assignment consultation, coaching plan development, coaching to plan, close out consultation, 360° feedback and assessment, and additional services as part of the coaching assignment. The requested authorization amount is an estimate only, and the actual amount spent will be dependent on City needs and budget.

An evaluation team with expertise in this area evaluated the offers and scored these firms as the best to provide these services based on experience and qualifications, business organization, coaching service model, and plan execution performance.

If the City is unable to secure these contracts, there may be a delay in providing coaching, higher prices, and a reduction in administrative efficiency may result.

Contract Detail:

<u>Contract Term</u>	<u>Length of Term</u>	<u>Contract Authorization</u>
Initial Term	1 yr.	\$250,000
Optional Extension 1	1 yr.	\$250,000
Optional Extension 2	1 yr.	\$250,000
TOTAL	3 yrs.	\$750,000

Note: Contract Authorization amounts are based on the City's estimated annual usage.

Strategic Outcome(s):

Government that Works for All.