

# University of New Mexico Hospitals

Request for Proposals

Addendum No. 1

**RFP P458-22 Executive Coaching**



**Due Date: June 1, 2022, 2:00 p.m. MST** The time and date proposals are due shall be strictly observed.

**ADDENDUM NUMBER ONE**  
**RFP P458-22 Executive Coaching**  
**Q & A**

1	Pg. 6 section 2.1 instructions state "Each portion of the proposal SHOULD be submitted in separate binders and SHOULD be prominently displayed on the front cover." Does this mean UNMH would like a separate binder for the Table of Contents, Signed Authorized Signature Page, and each individual section listed in section 2.2 or would UNMH like all items listed in a single binder per copy requested by UNMH? <b>Answer:</b> UNMH would like one binder with all tabs and exhibits along with your proposal. UNMH does not need a separate binder for each section. Put your binder in the order of the Table of Contents.
2	Pg. 6, section 2.1 - Given the number of resources needed to submit a proposal response hard copy, would UNMH reconsider accepting electronic proposal submissions from vendors? <b>Answer:</b> Not at this time.
3	Pg. 6, section 2.1 - If UNMH confirms you would like a hard copy response submitted, please indicate any dates between the questions deadline (May 20th) and the due date (June 1st, 2022) where your office will be closed and unable to accept packages with the proposal response. <b>Answer:</b> Memorial Day, May 30, 2022
4	Pg. 13 - Exhibit C / Pg. 15 - Exhibit E - if this form is not applicable to a vendor, is a signature on the form required? <b>Answer:</b> At the very right top hand corner of Exhibit C and E, there is a notation that says "Check if N/A". If any of the exhibits are non applicable, then check that notation and sign.
5	Pg. 10 - question G - Please advise if UNMH has specific content you would desire to be pushed out from our platform to your executives going through coaching. <b>Answer:</b> Please refer to the Scope.
6	Pg. 10 - paragraph 1 - Would UNMH be able to share the titles of the individuals who will receive executive coaching? <b>Answer:</b> CEO, CNO, COO, CHR, CFO, CIO, CMO, CMIO, CQSO. These are the primary Chief's for UNMH.
7	Pg. 1 - paragraph 1 - Does UNMH have any competing priorities that could potentially move the kick off date of this project back? <b>Answer:</b> When UNMH awards an agreement, UNMH will coordinate with party on kick off dates.
8	Pg. 6 - section 2.1 - Would UNMH prefer vendor proposal submissions to be provided in any specific format (i.e., PDF, PowerPoint, etc.)? <b>Answer: PDF</b>
9	Pg. 6 - section 2.2.2 - Under the Proposal Summary section of items to include in vendor responses, there is a parentheses with a number range such as 1-6. Is this the page limit vendors have to respond? If not, please explain what these numbers indicate. <b>Answer:</b> Disregard the parentheses and the numbers included in Section 2.2.2, Proposal content, Organization, Letter C, Proposal summary, 1-6, 1-2, 1-3, and 1