



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #: 18-0308, Version: 1**

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF APRIL 5, 2018**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue a purchase order to the Lake Forest Graduate School of Management, pursuant to the Terms of Master Agreement 17-RFP-34, to provide advanced coaching skills for 70 senior level managers, in a total amount not to exceed \$23,400.00, Account 101-25000-601100. Requisition 1490761

Dear Sir:

Authorization is requested to issue a purchase order to the Lake Forest Graduate School of Management to provide in-house training for 70 senior level managers on advanced coaching skills to help develop their capacity for coaching and mentoring others. The terms of the Master Agreement with the Lake Forest Graduate School of Management, approved by the Board of Commissioners on December 21, 2017, provide for a cost not to exceed \$23,400.00.

Coaching has become an essential competency for all leaders at all organizational levels. The training is intended for senior level managers, TAM 18 and above to be trained on advanced coaching competencies which will take their leadership skills to a higher level. The program will share content and expectations covered during the 2017 Managerial Coaching program for mid-level managers. Senior Leaders will also learn how to ensure their leaders are engaging in ongoing and meaningful coaching conversations throughout the year with their staff members - not just focused on yearly annual performance reviews. The knowledge gained from this training will help participants mentor and coach their leaders to develop a coaching culture for high performance and excellence throughout the organization.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to issue a purchase order to the Lake Forest Graduate School of Management, under the terms and conditions of Master Agreement 17-RFP-34, in an amount not to exceed \$23,400.00. The training will be completed by September 20, 2018.

Funds are available in Account 101-25000-601100.

Requested, Beverly K. Sanders, Director of Human Resources, BKS:RJB:SB  
Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management  
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for April 5, 2018