



TEACHERS' RETIREMENT SYSTEM OF OKLAHOMA

PO BOX 53524 OKLAHOMA CITY, OKLAHOMA 73152

LOCAL: (405) 521-2387 TOLL FREE: (877) 738-6365

RFP 715-21-1000: Executive Firm Search

Questions and Answers – March 12, 2021

- 1. Is it the Trustees' desire to have a period of overlap between the new Executive Director and the current Executive Director? If so, when do they hope to have the new Executive Director on board?**

While having some overlap between the incumbent and new director would be a positive, it is not a requirement. The trustees want to find the most qualified individual whether there is an opportunity for overlap or not.

- 2. Is it anticipated that any internal candidates will apply for this role?**

Yes.

- 3. In terms of pricing and cost, the typical arrangement for search firms is a percentage professional services fee predicated on final agreed-to compensation. Do the Trustees prefer a fixed-fee arrangement so that their investment is set and known on the front-end of the project?**

Yes.

- 4. The RFP states, "Travel and all related expenses must be included in the contract price and shall not be billed separately." Does this include travel for candidates to come to OKC to interview or just travel for the winning search firm?**

The language cited to in the RFP applies to travel for the winning search firm which must be included in the bid/contract price and cannot be billed separately.

- a. If travel for the candidates is to be included in this response, how many of the 4 candidates will the TRS bring to OKC for a face-to-face interview?**

TRS anticipates initial interviews will be conducted virtually. TRS may reimburse travel and lodging expenses for up to two individuals selected for final interviews.

- b. Will TRS allow the candidates to spend extra time in OKC to determine if they would like to move here?**

TRS may reimburse up to two nights of lodging expenses in conjunction with final interview in Oklahoma City for up to two individuals.

- c. Will TRS allow their family members to accompany them on this trip?**

While family members may accompany the individuals selected for interview, TRS will not cover any expenses for family members.

- 5. Will the Teachers' Retirement System of Oklahoma pay to relocate a candidate to Oklahoma City from another part of the state and/or country?**

TRS does not pay relocation expenses. However, TRS may pay a qualified candidate a one-time signing incentive of up to \$5,000 pursuant to a State personnel regulation. OAC 260:25-7-6. The trustees have not yet approved the incentive for this position.