



**Request for Proposal for
Executive Search Firm Services for
Internal Audit Director (CAE) Search_07-25_JT**

Date of Release: July 09, 2025

1. General Information

1.1. Request for Proposal (RFP) Objective

The objective of Electric Reliability Council of Texas, Inc. (ERCOT) in this procurement is to identify and contract with a qualified Executive Search Firm to provide services in assisting ERCOT in identifying qualified Internal Audit Director candidates

Electric Reliability Council of Texas (ERCOT) will be using Workday Strategic Sourcing (WSS) to manage the submission process for this RFP.

In order to participate, each respondent is required to create a free supplier account with Workday Strategic Sourcing by accessing the following link and following the instructions for new account creation.

<https://us.workdayspend.com/rfps/public/942569>

Once registered, you can view details and ask questions (via the WSS message center) to ERCOT within the WSS platform. You will also be able to invite additional team members to collaborate, and submit your RFP response.

1.2. ERCOT Point of Contact

The sole point of contact for inquiries concerning this RFP is:

Jason Terrell
ERCOT
2705 West Lake Drive
Taylor, Texas 76574
Jason.Terrell@ercot.com

All communications relating to this RFP must be directed to the specified ERCOT Point of Contact. All other communications between a Respondent and ERCOT staff concerning this RFP are prohibited. Failure to comply with this section may result in ERCOT's disqualification of the proposal.

1.3. Procurement Timeline

Procurement Timeline	
RFP Release Date	July 09, 2025
Optional Notice of Intent to Propose Due	July 11, 2025
Respondent Questions Due	July 11, 2025
Response to Respondent Questions Sent	July 14, 2025
Respondent Proposals Due	July 21, 2025
Respondent Presentations (if needed)	TBD
Anticipated Contract Award	TBD
Anticipated Contract Start Date	August 01, 2025