



ADDENDUM

SOLICITATION NO.: RFP 2018-30 – Classification and Compensation Study

ADDENDUM NO. 1

DATE: 11/21/18

To All Prospective Proposers:

This addendum is issued to modify the previously issued solicitation documents and/or given for informational purposes, and is hereby made a part of the solicitation documents. Please attach this addendum to the documents in your possession. ***Per the RFP, the proposer shall acknowledge receipt of any and all addenda, if any, listing the Addenda by number(s) and date(s) in their RFP documents.***

Deadline for Proposals:

No Change in proposal due date

Specification Changes/Corrections:

N/A

Drawing Changes:

N/A

Clarifications:

N/A

Questions and Answers:

The following question(s) (shown in italicized text) were submitted by prospective proposer(s). The City's responses are presented here (shown in bold text). The submitters' names and email addresses have been removed due to privacy requirements.

1. *Page 21 of the RFP indicates there are approximately 60 job titles. How many employees occupy these 60 job titles?*

There are approximately 150 employees occupying the 60 job titles.

2. *Is there ability to provide a listing of positions covered by the study?*

Yes, please find attached the Adopted 2019 Pay Plan.

3. *Will you be able to provide me addenda if any and clarifications to these and questions raised by other respondents?*

As a reminder, the last day for questions is 11/27/18. All questions will be addressed via addenda and posted to DemandStar and the City's Purchasing website at www.cityofparkland.org/purchasing by 11/29/18. Prospective proposers are cordially invited to visit the City's Purchasing website for addenda before submitting their proposal.

NAME OF COMPANY: _____

City of Parkland
Adopted 2019 Pay Plan

Grade	Role and Level	Job Title	Status	Grade Minimum Hourly	Grade Minimum Annually	Grade Maximum Hourly	Grade Maximum Annually	Position Cap
		City Manager	Contractual					1
14	D5	Assistant City Manager	Exempt	\$ 55,3293	\$ 115,085	\$ 89,9101	\$ 187,013	2
13	D4	Chief Administrative Officer	Exempt	\$ 48,4750	\$ 100,828	\$ 78,7719	\$ 163,846	1
13	D4	Chief Communications Officer	Exempt	\$ 48,4750	\$ 100,828	\$ 78,7719	\$ 163,846	1
13	D4	Director, Community Services	Exempt	\$ 48,4750	\$ 100,828	\$ 78,7719	\$ 163,846	0
13	D4	Director, Development Services	Exempt	\$ 48,4750	\$ 100,828	\$ 78,7719	\$ 163,846	0
13	D4	Director, Finance & Administrative Services	Exempt	\$ 48,4750	\$ 100,828	\$ 78,7719	\$ 163,846	0
13	D4	Director, Public Works and Infrastructure	Exempt	\$ 48,4750	\$ 100,828	\$ 78,7719	\$ 163,846	0
12	D3	City Engineer	Exempt	\$ 45,9869	\$ 95,653	\$ 74,7287	\$ 155,436	1
12	D3	Director, Finance	Exempt	\$ 45,9869	\$ 95,653	\$ 74,7287	\$ 155,436	1
12	D3	Director, Human Resources	Exempt	\$ 45,9869	\$ 95,653	\$ 74,7287	\$ 155,436	1
12	D3	Director, Planning and Zoning	Exempt	\$ 45,9869	\$ 95,653	\$ 74,7287	\$ 155,436	0
12	D3	Director, Public Works	Exempt	\$ 45,9869	\$ 95,653	\$ 74,7287	\$ 155,436	1
12	D3	Director, Purchasing	Exempt	\$ 45,9869	\$ 95,653	\$ 74,7287	\$ 155,436	1
11	D2	Building Official	Exempt	\$ 44,8076	\$ 93,200	\$ 72,8124	\$ 151,450	1
11	D2	Director, Parks & Recreation	Exempt	\$ 44,8076	\$ 93,200	\$ 72,8124	\$ 151,450	1
10	D1	City Clerk	Exempt	\$ 37,7633	\$ 78,548	\$ 61,3654	\$ 127,640	1
10	D1	Director, Library	Exempt	\$ 37,7633	\$ 78,548	\$ 61,3654	\$ 127,640	0
10	D1	Intergovernmental Relations Officer	Exempt	\$ 37,7633	\$ 78,548	\$ 61,3654	\$ 127,640	1
10	D1	Public Information Officer	Exempt	\$ 37,7633	\$ 78,548	\$ 61,3654	\$ 127,640	0
9	L4	Assistant Director	Exempt	\$ 32,6926	\$ 68,001	\$ 53,1254	\$ 110,501	1
9	L4	Chief Building Inspector	Exempt	\$ 32,6926	\$ 68,001	\$ 53,1254	\$ 110,501	3
9	L4	Manager, Finance	Exempt	\$ 32,6926	\$ 68,001	\$ 53,1254	\$ 110,501	0
9	L4	Manager, Human Resources	Exempt	\$ 32,6926	\$ 68,001	\$ 53,1254	\$ 110,501	1
9	L4	Manager, Information Technology	Exempt	\$ 32,6926	\$ 68,001	\$ 53,1254	\$ 110,501	1
8	L3	Chief Accountant/Controller	Exempt	\$ 29,5986	\$ 61,565	\$ 48,0977	\$ 100,043	1
8	L3	Manager, Department or Program	Exempt	\$ 29,5986	\$ 61,565	\$ 48,0977	\$ 100,043	3
8	P4	Plans Examiner	Exempt	\$ 29,5986	\$ 61,565	\$ 48,0977	\$ 100,043	2
7	L2	Project Manager	Exempt	\$ 26,3373	\$ 54,782	\$ 42,7982	\$ 89,020	0
7	L2	Superintendent	Exempt	\$ 26,3373	\$ 54,782	\$ 42,7982	\$ 89,020	3
7	P3	Accountant, Senior	Exempt	\$ 26,3373	\$ 54,782	\$ 42,7982	\$ 89,020	0
7	P3	Assistant City Clerk	Exempt	\$ 26,3373	\$ 54,782	\$ 42,7982	\$ 89,020	0
7	P3	Records Manager	Exempt	\$ 26,3373	\$ 54,782	\$ 42,7982	\$ 89,020	0
7	P3	Purchasing Agent	Exempt	\$ 26,3373	\$ 54,782	\$ 42,7982	\$ 89,020	1
7	P3	Analyst	Exempt	\$ 26,3373	\$ 54,782	\$ 42,7982	\$ 89,020	0
7	T6	Coordinator	Exempt	\$ 26,3373	\$ 54,782	\$ 42,7982	\$ 89,020	2
7	T6	Senior, Information Technology Specialist	Exempt	\$ 26,3373	\$ 54,782	\$ 42,7982	\$ 89,020	1
7	T6	Planner	Exempt	\$ 26,3373	\$ 54,782	\$ 42,7982	\$ 89,020	0
7	T6	Inspector II	Non-Exempt	\$ 26,3373	\$ 54,782	\$ 42,7982	\$ 89,020	2
6	P2	Deputy City Clerk	Exempt	\$ 23,7591	\$ 49,419	\$ 37,0682	\$ 77,102	1
6	P2	Executive Assistant	Exempt	\$ 23,7591	\$ 49,419	\$ 37,0682	\$ 77,102	0
6	P2	Human Resources Generalist	Exempt	\$ 23,7591	\$ 49,419	\$ 37,0682	\$ 77,102	0
6	P2	Associate Planner	Exempt	\$ 23,7591	\$ 49,419	\$ 37,0682	\$ 77,102	1
6	P2	Accountant	Exempt	\$ 23,7591	\$ 49,419	\$ 37,0682	\$ 77,102	1
6	L1	Permit Technician Supervisor	Non-Exempt	\$ 23,7591	\$ 49,419	\$ 37,0682	\$ 77,102	0
6	L1	Senior Program Specialist	Non-Exempt	\$ 23,7591	\$ 49,419	\$ 37,0682	\$ 77,102	3
6	L1	Supervisor, Public Works	Non-Exempt	\$ 23,7591	\$ 49,419	\$ 37,0682	\$ 77,102	1
6	T5	Information Technology Specialist	Non-Exempt	\$ 23,7591	\$ 49,419	\$ 37,0682	\$ 77,102	0
6	T5	Inspector	Non-Exempt	\$ 23,7591	\$ 49,419	\$ 37,0682	\$ 77,102	5
5	T4	Library Assistant	Non-Exempt	\$ 20,3594	\$ 42,348	\$ 33,0841	\$ 68,815	1
5	T4	Crew Leader	Non-Exempt	\$ 20,3594	\$ 42,348	\$ 33,0841	\$ 68,815	4
5	T4	Program Specialist II	Non-Exempt	\$ 20,3594	\$ 42,348	\$ 33,0841	\$ 68,815	2
5	T4	Technician, Planning and Zoning	Non-Exempt	\$ 20,3594	\$ 42,348	\$ 33,0841	\$ 68,815	0
5	T4	Trades Specialist	Non-Exempt	\$ 20,3594	\$ 42,348	\$ 33,0841	\$ 68,815	1
4	A4	Administrative Assistant, Senior	Non-Exempt	\$ 17,9081	\$ 37,249	\$ 29,1006	\$ 60,529	3
4	A4	Helpdesk Technician	Non-Exempt	\$ 17,9081	\$ 37,249	\$ 29,1006	\$ 60,529	1
4	A4	Lead Crossing Guard	Non-Exempt	\$ 17,9081	\$ 37,249	\$ 29,1006	\$ 60,529	0
4	A4	Trainer	Non-Exempt	\$ 17,9081	\$ 37,249	\$ 29,1006	\$ 60,529	0
4	T3	Permit Technician II	Non-Exempt	\$ 17,9081	\$ 37,249	\$ 29,1006	\$ 60,529	0
4	T3	Chief Park Ranger	Non-Exempt	\$ 17,9081	\$ 37,249	\$ 29,1006	\$ 60,529	0
4	T3	Senior Park Ranger	Non-Exempt	\$ 17,9081	\$ 37,249	\$ 29,1006	\$ 60,529	1
4	T3	Program Specialist	Non-Exempt	\$ 17,9081	\$ 37,249	\$ 29,1006	\$ 60,529	1
4	T3	Senior Maintenance Technician	Non-Exempt	\$ 17,9081	\$ 37,249	\$ 29,1006	\$ 60,529	3
3	A3	Administrative Assistant	Non-Exempt	\$ 15,9797	\$ 33,238	\$ 25,9671	\$ 54,012	4
3	A3	Accounting Clerk	Non-Exempt	\$ 15,9797	\$ 33,238	\$ 25,9671	\$ 54,012	1
3	T2	Park Ranger	Non-Exempt	\$ 15,9797	\$ 33,238	\$ 25,9671	\$ 54,012	0
3	T2	Permit Technician	Non-Exempt	\$ 15,9797	\$ 33,238	\$ 25,9671	\$ 54,012	3
3	T2	Maintenance Technician II	Non-Exempt	\$ 15,9797	\$ 33,238	\$ 25,9671	\$ 54,012	7
3	T2	Trades Technician	Non-Exempt	\$ 15,9797	\$ 33,238	\$ 25,9671	\$ 54,012	1
2	A2	Crossing Guard	Non-Exempt	\$ 13,4476	\$ 27,971	\$ 21,8523	\$ 45,453	0
2	A2	Library Aide	Non-Exempt	\$ 13,4476	\$ 27,971	\$ 21,8523	\$ 45,453	0
2	A2	Office Clerk	Non-Exempt	\$ 13,4476	\$ 27,971	\$ 21,8523	\$ 45,453	0
2	A2	Receptionist	Non-Exempt	\$ 13,4476	\$ 27,971	\$ 21,8523	\$ 45,453	0
2	A2	Records Inventory Clerk	Non-Exempt	\$ 13,4476	\$ 27,971	\$ 21,8523	\$ 45,453	1
2	T1	Maintenance Technician	Non-Exempt	\$ 13,4476	\$ 27,971	\$ 21,8523	\$ 45,453	16
1	A1	Custodian	Non-Exempt	\$ 11,7717	\$ 24,485	\$ 19,1291	\$ 39,788	0
1	A1	Recreation Aide	Non-Exempt	\$ 11,7717	\$ 24,485	\$ 19,1291	\$ 39,788	0
1	A1	Scanner	Non-Exempt	\$ 11,7717	\$ 24,485	\$ 19,1291	\$ 39,788	0
								97