



RFP #343-19 2019 SALARY STUDY FOR DAWSON COUNTY

ADDENDUM #1

Bid Closing Date: May 3, 2019, at 10:30AM, EST
Bid Issue Date: April 17, 2019
Addendum Issue Date: April 30, 2019
By: Melissa Hawk, Purchasing Manager

The following are amendments to the RFP #343-19 2019 SALARY STUDY FOR DAWSON COUNTY:

1. There are no amendments to this IFB.
2. All other dates, terms and scope of services remain the same as posted in the IFB document.

The following are questions and answers to the RFP #343-19 2019 SALARY STUDY FOR DAWSON COUNTY:

QUESTION: Could you please provide to us the number of employees that would be included in the study?

ANSWER: Not to exceed 425.

QUESTION: How many employees will be included in this study?

ANSWER: Not to exceed 425.

QUESTION: How many unique job titles will be included in the study?

ANSWER: 147 job titles.

QUESTION: Are any of the employees in the study represented by a collective bargaining unit or unit? If so, please provide union/unit names.

ANSWER: No.

QUESTION: Does the County have a budget for this study that it can share with us?

ANSWER: The budget will be based on proposals received and the amount approved by the Board of Commissioners upon Human Resources and Purchasing's recommendation.

QUESTION: Is it safe to assume that no bid bond is due for this study?

ANSWER: As stated in the RFP on page 21, Bid Bond, Payment and Performance Bonds are 0%.

QUESTION: What was the total cost of the study paid to The Archer Company for the study in 2014?

ANSWER: \$18,465.00 as result of a non-sealed, broadly stated scope of services Request for Quote released the previous Purchasing Manager.

QUESTION: In some parts of the RFP it seems to suggest that job descriptions are current and accurate and in others that they should be updated. Can you please confirm if updates to job descriptions are, in fact, a necessary deliverable by the consultant?

ANSWER: Yes for those needed, as stated on page 10 and 11 of the IFB under Job Classifications.

QUESTION: How many job titles require an FLSA review?

ANSWER: 39 Exempt/108 Non-Exempt

QUESTION: Who would be involved in the approval or adoption of the compensation philosophy?

ANSWER: There are 5 evaluators compiled of Human Resources, Finance, Sheriff's Office, Emergency Services and Clerk of Court's Office. Their recommendation will be presented to and approved by the Board of Commissioners.

QUESTION: What type of assistance and troubleshooting does the County anticipate for the first year after implementation? We have some clients who simply call us if they're having challenges with the maintenance of their system to others who "outsource" that function to us. Obviously, those differences impact price so we're trying to understand the desired level of effort in that administrative process.

ANSWER: We currently do not anticipate any troubleshooting/assistance but, would like pricing if needed after study implementation.

QUESTION: How many job titles and employees are to be included in the study?

ANSWER: 147 job titles/not to exceed 425 employees.

QUESTION: Are any employees or job titles represented by a union? If so, how many?

ANSWER: No.

QUESTION: What is the County’s desired timeline for completion, and is there flexibility in this date, if necessary?

ANSWER: As stated on page 9 of the RFP, six (6) months. The flexibility of this date will be determined by the amount of work completed and that which is still pending at the four (4) month mark.

QUESTION: What is the County’s approved budget for this project?

ANSWER: The budget will be based on proposals received and the amount approved by the Board of Commissioners upon Human Resources and Purchasing’s recommendation.

Company Name

Signature of Authorized Representative

Title

Date

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