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Addendum

SOLICITATION NAME	Class Compensation Study Q1806	ADDENDUM NUMBER	2	DATE	12-22-17
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This addendum answers questions raised about this solicitation. To aid in readability, the questions are in black, the answers are in **bolded blue**, and the answers follow immediately below.

Q1	Our experience has shown that a project of this nature is most effectively conducted within an approximately 6 month schedule. Obviously, the desired timeline for KCDC is much more aggressive. Is there any flexibility in the completion date?
	Unfortunately this is not flexible.
Q2	What is KCDC's projected award date?
	Early January 2018.
Q3	How many job titles do the 134 employees fall within?
	Please see Addendum 1 and the documents referenced on our webpage.
Q4	Regarding the review of reporting and organizational structure, can you elaborate on the desired deliverable? Generally speaking, recommendations for organizational structure, span of control, etc. are most appropriately completed as part of an organizational analysis/development project and not within the context of a compensation study.
	KCDC desires both classification and compensation be conducted in this study.
Q5	What is KCDC's approved budget for this engagement?
	KCDC has funding available for this project.
Q6	Please confirm that email is the only submission mode and no paper copy responses are required
	KCDC needs an electronic copy (email or flash drive) and 4 printed versions. 1 of the printed versions will be marked as the original and the others will be copies.
Q7	What type of binding is required for the physical copies of the proposal?
	KCDC will eventually disassemble the proposals and scan them into our EDMS system so make your physical copies easy to take apart. Use simple bindings such as a staple, clip or notebooks.
Q8	Does KCDC need "written comprehensive class specifications"/job descriptions created for all 50 positions as part of this engagement? Are there any job descriptions existing?
	There are existing job descriptions. They will need to be updated and re-factored. There are likely going to be some new job titles due to the change to PBRA/Tax Credit in certain properties.

