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**PUR-1337
ADDENDUM NO. 2
REQUEST FOR PROPOSALS REGARDING
QUALIFICATIONS AND EXPERIENCE (Q&E) / TECHNICAL PROPOSALS
AND
PRICE PROPOSALS
WAGE AND SALARY STUDY**

DATE: Tuesday, January 10, 2017

**PROPOSALS DUE: Friday, January 13, 2017
4:00 P.M.**

To Bidders:

This Addendum is hereby made a part of the Contract Documents on which all bids will be based and is issued to correct and clarify the original documents.

Please acknowledge receipt of this Addendum at the appropriate space on the Proposal Form. This Addendum consists of one (1) page.

NOTE: All Proposers must enter the County Administration Building through either the front entrance at 100 West Washington Street or through the rear entrance (w/blue canopy roof) which is handicap accessible. Proposers must also use the elevator to access the Purchasing Department for submitting their proposal and/or to attend the Pre-Proposal Conference. Alternate routes are controlled by a door access system.

ITEM NO. 1: Inquiry: A key question is in reference to the scope. Shall we assume that all employees are currently classified correctly and would not be reclassified as part of the project? That implies that the consultant would be doing the market comparisons of job titles and would not expect employees to do questionnaires. Or, shall we assume that employees may need to be reclassified? If so, the project should include employee involvement through job questionnaires. There is no reference to whether employees would be expected to participate, such as through a job questionnaire process. Could you clarify?

Response: Job questionnaires are not required since job descriptions have already been updated by Supervisors. As part of the discussions during the "Meetings with Staff" (Refer to RFP document, Page 3, Section III.E.), there may be some reclassifications as either suggested by supervisors or as recommended to be necessary by the successful consultant.

By Authority of:

Karen R. Luther, CPPO
Director of Purchasing

(NOTE: The wording of all "Inquiries" submitted are displayed exactly as received.)