

REQUEST FOR PROPOSALS #NF2017-05
COMPENSATION STUDY
ADDENDUM NO. 3

TO: All Proposers – Compensation Study RFP
FROM: Melissa Duval, Senior Accountant/Procurement Administrator
DATE: April 20, 2017
SUBJECT: Addendum No. 3 – Proposer Questions and Clarifications

The following is included as part of Addendum No. 3 and supersedes the language/requirements set forth in the original "Request for Proposals".

RFP Section:

I-4. A. 2: "Proposal Format and Required Content"

1. Must the RFP list all subs that may work on the project? [The firm] may use a different subcontractor, depending upon the issue. Which sub may not be clear until the project has commenced.

GPMTD: Yes, please list all potential subs

I-9: Disadvantaged Business Enterprise (DBE) Participation

1. [The firm] may subcontract some work. A search of the IL UCP directory for "Professional" and "Miscellaneous" service providers willing to work in "District 4" provided no contractors with compensation or human resources consulting services. Would this constitute a "good faith effort"?
2. If no subcontractors are used, how does a respondent comply with the DBE "good faith effort?" Is it acceptable to simply state that fact?

GPMTD: Yes, please document your good faith efforts.

Even if the Proposers does not meet the goal, the Proposer can document adequate good faith efforts. This means that the Proposer must show that it took all necessary and reasonable steps to achieve a DBE goal or other requirement of this part, which, by their scope, intensity, and appropriateness to the objective, could reasonably be expected to obtain sufficient DBE participation, even if they were not fully successful.

2-3: Scope of Work

1. Is GPMTD willing to provide samples of:
 - a. the current compensation plan?
 - b. a current job description from each category (“Management,” “Non-Represented,” and “Bargaining Unit”)?
 - c. the current incentive pay plan in place for any employee categories?

GPMTD: Yes. Upon request, GPMTD will provide samples of our current compensation plan and a sample job description from each category. GPMTD does not currently have an incentive pay plan.

Overall RFP:

1. The RFP document ends with “Page 36 of 47” listed in the footnotes. Can GPMTD confirm that all the pages necessary were included in the RFP and this is a typographical error?

GPMTD: page numbering was didn’t include the leading pages (x, xi, etc.) – this has been corrected. There are 47 total pages in the RFP. Please download corrected RFP from the GPMTD website at <http://ridacitylink.org/resources/procurement>.