



**Response to Questions for  
Request for Proposal Compensation and Classification Study  
RFP #2020-21-001**

1. Does the agency currently have access to non-profit sector survey data?  
No.
2. Which non-profit surveys are typically utilized by the agency in its compensation studies?  
(We can provide our recommendations on appropriate surveys but would like to know which have been utilized with success by the agency in the past.)  
Formal salary surveys have not been used in the recent past.
3. Please confirm that 43 incumbents are to be included in this study.  
There have been some staffing adjustments, so there will be approximately 59 incumbents included in this study.
4. How many classifications are included in this study?  
There are approximately 40 different positions included in this study.
5. Please confirm that agency is requesting a base salary study and it does not include the collection of benefits.  
Yes, the salary study does not include benefits. Current benefit information will be made available to review as it relates to the total compensation for each classification.
6. Is the agency amenable to conducting work virtually using web and telephone conferences?  
Yes.
7. Has the agency utilized a consulting firm previously for this work?  
Not in the recent past.
8. If so, which consulting firm and what was the cost?  
This information is too dated to be relevant.
9. For the classification system review, is the agency requesting update of its job descriptions?  
No.
10. When was the last time the job descriptions were updated?  
Job descriptions are updated on an as-needed basis.