



SEDGWICK COUNTY, KANSAS
DIVISION OF FINANCE
Purchasing Division
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ADDENDUM #1
#17-0072
FLSA CONSULTANT SERVICES

July 28, 2017

The following is to ensure that vendors have complete information prior to submitting a response. Below are some clarifications regarding FLSA CONSULTANT SERVICES:

Questions and/or statements of clarification are in bold font, and *answers to specific questions are italicized.*

- 1. The RFP references collecting data from approximately 660 employees – for how many unique positions is this?** *Answer: 515*
- 2. The RFP states that the contract period continues through 12/31/17 – is that the timeframe in which all work should be completed?** *Answer: If the scope of work requires and extension beyond December 31, 2017, that is acceptable.*
- 3. Does the County require a law firm or an attorney to complete the FLSA examinations?** *No*
- 4. How many positions are currently active within the County (covering the 660 employees)? Are all positions to be included in the FLSA review?** *Answer: Each employee has a unique position number, however duties may vary within the same title. Not all positions are included in the FLSA review.*
- 5. Do job descriptions exist for all positions? Are job descriptions current?** *Answer: Yes*
- 6. Are onsite desk audits/individual interviews an expectation of this project?** *Answer: No, however information should be gathered to meet the RFP requirements.*
- 7. What are the County's expectations with regard to the number of onsite meetings?** *Answer: They can be minimal.*
- 8. Has the previous outside compensation consultant been invited to bid on this study?** *Answer: This RFP is open for any appropriate organization/company to respond.*
- 9. How firm is the December 31, 2017 contract period? Is there flexibility to extend beyond that date if the scope of work requires additional time?** *Answer: If the scope of work requires and extension beyond December 31, 2017, that is acceptable.*

Firms interested in submitting a *proposal* must respond with complete information and **deliver on or before 1:45 p.m. August 8, 2017**. Late *proposals* will not be accepted and will not receive consideration for final award.

“PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE *PROPOSAL* RESPONSE PAGE.”



Kara Kingsley
Purchasing Agent