



NEW HANOVER COUNTY
FINANCE DEPARTMENT, PURCHASING DIVISION

Questions & Answers

Addendum 1

From: Lena Butler, Purchasing Supervisor
To: All Prospective Proposers
Project: RFP # 22-0415 Classification & Compensation Study
Date: January 21, 2022

This Addendum is related to the County's Request for Bids Proposals "**RFP # 22-0415-Classification & Compensation Study**" and is hereby made a part of said Request for Proposals to the same extent as though it were originally therein.

1. Our legal team has reviewed the County's RFP and found some items that they would like the opportunity to address, propose additional terms and/or negotiate mutually acceptable revisions. Is there a preference as to how we should submit any exceptions, such as a list or is a paragraph acceptable which can be addressed if we are selected as a finalist or winning proposer? [The RFP contains a draft contract prepared by our Legal department. It is attached to be reviewed by the proposer; however, it is only a draft. The winning proposer would have an opportunity to address, propose additional terms and/or negotiate mutually acceptable revisions. There is no need to submit any exceptions to the contract at this time.](#)
2. Is the County requesting the provision of new class specs for all 320 job classifications? [Yes, completion of the study must include revised class specs to accurately reflect titles, class summaries, duties, etc...](#)
3. Is the County requesting the review of Policies (as noted in Attachment C), or are the policies provided only for context? Or, only the review of articles related to the various forms of leave? [The policies were attached as context, to provide information as to our current leave, pay, and performance management process, since the benchmark survey will include benefits/leave, and since we are requesting recommended practices for performance/compensation.](#)
4. What is the anticipated start date of the project and is there any flexibility in the start date? [We would expect to begin immediately after our contract is executed, according to schedule that ensures completion by January 31, 2023.](#)

