

Spokane Regional Health District
1101 W. College Ave
Spokane, WA 99201

Addendum No. 1 to All Offerors

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| Reference – Request for Proposal: | RFP 2024-150-163-100 |
| Commodity: | Employee compensation and Classification Study |
| Date: | September 20, 2024 |
| Proposal Due: | September 27, 2024 |

This Addendum 1 to the RFP addresses questions received.

1. How many employees are to be included in the study?

SRHD has 279 employees.

2. Does the SHRD want the consultant to update job descriptions?

All job descriptions will be reviewed compared to market to ensure appropriateness of duties and responsibilities. Interviews may need to be conducted to ensure the accuracy of job descriptions as currently written. Interviews may need to be conducted with the hiring manager and Human Resources staff.

3. Is SRHD requesting a FLSA (Fair Labor Standards Act) analysis of all job titles?

SRHD is not requesting a FLSA analysis of all job titles.

4. Does SRHD currently utilize a job evaluation system to maintain internal equity? If not, is SRHD interested in implementing a job evaluation system?

At this time SRHD does not use a job evaluation system and would be open to recommendations from the consultant.

5. Is there a desire to conduct a full pay equity study on the basis of ethnicity, gender, race, etc.?

SRHD is not requesting a full pay equity study on the basis of ethnicity, gender, race, etc.

6. Please provide the names of unions/Collective Bargaining Agreements.

SRHD works with the following unions/Collective Bargaining Agreements, Protect17 and WSNA.

7. Has SRHD established a budget for this project? If so, will that amount be shared with bidders?

SRHD does have a budget for our project, however we request to have bidders provide a budget for each Scope of Work activity along with a proposed payment schedule tied to project milestones and/or deliverables in their final submittal.

8. Segal is serious about its commitment to environmental sustainability. Therefore, we would like to inquire if SRHD would allow consultants to submit proposals electronically, via email?

All communications, including any requests for clarification, and final responses to be sent via email to our RFP Coordinator: Kari Grytdal at kgrytdal@srhd.org by September 27, 2024 by 5:00pm (PST).