



Oakland Housing
Authority

RFP #17-014

Salary Surveys for Selected Positions

Addendum #1

Date issued and released: May 24, 2017

Deadline Extension

The deadline for proposal submission has been extended from 10:00 AM May 25, 2017 to **10 AM June 1, 2017.**

Changes to RFP

1. The survey study will be completed and delivered **60 calendar days from the Notice to Proceed;** not 30 calendar days as indicated in the RFP. The awarded contractor must provide progress reports to the Oakland Housing Authority's ("Authority) Human Resources Director or his designee every two weeks.
2. The survey study will **begin on or around July 10, 2017,** not June 12, 2017 as indicated in the RFP.

Responses to Questions

Question 1: Your RFP lists specific agencies you want contacted for particular positions. We use a Database to pull comparables which would pull from Public & Private Agencies within your local zip code. The database is updated quarterly & benchmarked so you actually get more data than just pulling comparables from individual agencies (as you have listed). Would you accept a database style Salary Study for base salaries?

Answer: The Authority will consider alternate agencies from those listed in the RFP, but alternate agencies may only be substituted for those in the RFP with prior written approval by the Authority.

Question 2: We would use a Questionnaire and contact the individual agencies for the benefits you have listed, but 30 day deadline may be a short turnaround time If the Agencies do not respond quickly. Could the deadline be revised to allow more time such as 60 days.

Answer: The Authority has considered and accepted the request. The survey study is to be completed and delivered **60 days from the Notice to Proceed**, with bi-weekly status reports to the Authority's Human Resources Director or his designee.

Question 3: Is there any flexibility concerning the Compensation Study RFP's requirement for delivering the survey within 30 days from the project start? The timeline includes surveying a variety of agencies, some of which are not public agencies that may adversely impact the expected 30-day turn around.

Answer: Please refer to the "Changes in RFP" and the answer to Question #2.



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Proposer hereby acknowledges this addendum:

Name of Firm: _____

Authorized Signature: _____

Date: _____

Acknowledgement of this Addendum must be included with your proposal.