



Oakland Housing
Authority

RFP #15-006
Compensation and Benefits Survey

Addendum #1
Date issued and released: April 22, 2015

Changes to the Bid:

1. The required form titled "Vendor Reference Survey Compensation and Benefits Survey RFP 14-025" has been changed to "Vendor Reference Survey Compensation and Benefits Survey RFP 15-006". See attachment.
2. The original dates below have been revised.

~~Addendum Issued: April 17, 2015~~
~~Due date: April 24, 2015 at 10:00am~~

The dates for RFP #15-006 have been changed to the below:

Addendum Issued: April 22, 2015
Due date: April 29, 2015 at 10:00am

Please submit the proposals (one original and three copies) to the Contract Compliance Office at 1801 Harrison Street, First Floor, Oakland, CA 94612 by **10:00 a.m. Wednesday, April 29, 2015.**

Responses to Questions:

Question 1: Please provide instructions on whether, and how, offeror is to complete the "Vendor Reference Survey" form. The "Vendor Reference Survey" has been identified as one of the "required" forms on the checklists on page 3 of the RFP; however this form is not mentioned in the instructions (Section 3.2; page 8). Does this form need to be completed by the offeror's references and included as part of the proposal?

Answer 1: The vendor used as a reference completes the form.

Question 2: If a salary survey was conducted and submitted in 2010, is it possible for us to obtain a copy of that survey?

Answer 2: These records may be obtained after award of the bid is announced.

Question 3: If a salary survey was conducted in 2010 is it possible for OHA to reveal the cost of conducting that survey?

Answer 3: These records may be obtained after award of the bid is announced.



**RFP #15-006
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Addendum #1
Date issued and released: April 22, 2015

Bidder hereby acknowledges this addendum:

Name of Firm: _____

Authorized Signature: _____

Date: _____

Acknowledgement of this Addendum must be included with your bid.

VENDOR REFERENCE SURVEY
Compensation and Benefits Survey
RFP #15-006
Oakland Housing Authority

Company of Interest:

Company: _____ Date: _____

Contact: _____ Title: _____

1. What was the scope of work?

2. Was the company timely in providing insurance documents, fidelity bond, invoices or any other required documents?

3. Were there any modifications to the contract or services? If yes, were there any complications and what were the outcomes?

4. Please describe the quality of staff (performance and professional conduct).

5. Was the company prompt in responding to calls and messages? If not, please indicate reason and outcome.

6. On a scale from 1 to 10, with 1 being "Not satisfied" to 10 being "Extremely satisfied", how would you rate the company on **customer service**?

7. On a scale from 1 to 10, with 1 being "Not satisfied" to 10 being "Extremely satisfied", how would you rate the company on the **quality of work**?

8. Would you use this company again?

9. Comments: