



**Compensation Consultant Services
Request for Proposals (RFP 19-R007)
Issue Date: July 10, 2019**

ADDENDUM #3

Issued: August 9, 2019

NOTICE TO PROPOSERS:

- A. This Addendum shall be considered part of the Contract Documents for the above-mentioned project as though it had been issued at the same time and shall be incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original Contract Documents, this Addendum shall govern and take precedence.**

- B. Offerors are hereby notified that they shall make any necessary adjustment in their estimates on account of this Addendum. It will be construed that each Bidder's documentation is submitted with full knowledge of all modifications and supplemental data specified herein.**

Addendum #3

- 1. The deadline for Compensation Consultant Services has been extended to August 21, 2019.
- 2. The purpose of the Compensation Study is due to a change in leadership's direction, new positions, and staff in new positions.
- 3. Human Resources would like to see 2 approaches to a compensation study:
 - 1) A Minimum / Maximum that is not based on tenure or years of service but on performance
 - 2) A step system and what it might look like for LMHA employees (not bargaining unit)
- 4. Part of the scope is to update job descriptions as stated in #2.1
- 5. LMHA does not have salary guidelines for each employment action as stated on #2.2.13
- 6. The timeline that LMHA would like to see, although it may be impacted by bargaining unit negotiations that are taking place this fall: within 6 months, a report that will make recommendations to the Board of Commissioners
- 7. LMHA is not going through RAD conversions within the next year.
- 8. LMHA does have affiliates that may be impacted by the compensation studies, and there may be additional work classifications for the affiliates.
- 9. There are approximately 130 employees at LMHA.

(End of Addendum #3)

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