



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

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**ADDENDUM #4**

Issued: August 13, 2019

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**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.

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**Addendum #4**

**CLARIFICATION**

1. The deadline for Compensation Consultant Services has been extended to August 23, 2019 by 3:00 PM ET.
2. Regarding Addendum #3, Question 3, For the Compensation Study / Salary Structure Plan Development cost (Attachment H), base section #1 on (a) Minimum, Median and Maximum that is not based on tenure or years of service but on performance, and ( b) a step study for LMHA employees (**non**-bargaining personnel). You may add additional sheets as necessary to supplement the Attachment H Price Proposal.
3. Please submit a **HARD COPY of the proposal AND A FLASH DRIVE of same** in lieu of four exact copies in separate binders (as referenced on **Table 1** on Page 3 of solicitation).

**(End of Addendum #4)**

**#####**

**Solicitation Inquiries: Cheryl Phillips**

E-Mail: [cphillips@lucasmha.org](mailto:cphillips@lucasmha.org)

Phone: 419-259-9400

**Section 3 Inquiries to: Martice Bishop**

E-mail: [mbishop@lucasmha.org](mailto:mbishop@lucasmha.org)

Phone: 419-259-9400



This Addendum shall be considered part of the above referenced RFP 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.

(1) GAUGE LEVEL OF INTEREST: So that we can gauge the level of interest in this RFP, if you have not previously done so, please advise us as to whether or not you anticipate delivering to us a quotation submittal in response to this solicitation (e.g. "Will Submit" or "No Bid").

Will Submit \_\_\_\_\_ No Bid \_\_\_\_\_

Thank you for your interest in doing business with LMHA and we look forward to receiving a submission from your firm.

Sherry Tobin, Manager of Procurement and Contracts

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**You must acknowledge this Addendum electronically via the NAHRO eProcurement system, by fax to (419) 254-3495, email, on delivery service by no later than August 16, 2019 at 12:00 PM EST.** It is the responsibility of all offerors to acknowledge addendums. Failure on the part of any offeror to acknowledge this addendum by the deadline may, at LMHA's discretion, deem that offeror as non-responsive and may eliminate such offer from consideration for award.

ACKNOWLEDGED BY:

\_\_\_\_\_  
Signature Date Printed Name Company

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Email

Demetria M. Simpson, President and CEO  
Board of Commissioners  
William J. Brennan, Chairman, Alisha Gant, Vice Chairman, Barbara J. Fuqua, Hugh W. Greffe, James A. Peppers