

**Addendum #2  
August 21, 2020**

**RFP 20-1009**

## **Salary Comparability Study**

**Housing Authority of Kansas City  
920 Main Street, Suite 701  
Kansas City, MO 64105**

### **NOTICE TO ALL RESPONDENTS**

The following addendum to the Request for Proposal comprises this addendum and is hereby made part of the RFP.

#### **Additional information is provided below in response to questions for this project:**

- 1) For the data gathering process described in the requirements, would it be acceptable for design a survey questionnaire where participating organization match their positions to survey descriptions and provide corresponding compensation data? This would be in lieu of collecting job descriptions, salary, and salary scale data from the participating organizations.
  - a. *Yes, that is acceptable*
- 2) Addendum 1 states the desire for a timeline no longer than three months. Is there any flexibility in the timeline?
  - a. *Yes, we will work with the selected firm on a timeline. Our goal is approximately 3 months.*
- 3) It is understood that Technical and Compensation Proposals are to be submitted separately. Please clarify that the Compensation Proposal refers to Cost of Services/Fees, or if not, please advise?
  - a. *Yes, the compensation proposal is the cost of service/fees.*
- 4) There is a Reference Form on page 14 of the RFP and another reference form on page 16 of the RFP. Please clarify the context/expectation for completing the Reference Form on page 16 of the proposal.
  - a. *The reference form on page 14 can be personal references or anyone else. If you want to list additional clients as references you may.*

There are no other changes at this time.

This written response is being submitted to the Housing Authority of Kansas City, Missouri in conjunction with the Request for Proposal (RFP) 20-1009 dated August 11, 2020.

**I hereby represent that I am a duly authorized agent for the company identified below, AND THAT I HAVE RECEIVED THE ADDENDUM #1.**

**Company:** \_\_\_\_\_

**Authorized Signatory:** \_\_\_\_\_  
**Printed Name**

**Title:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

NOTE: THIS COVER PAGE MUST BE ATTACHED TO THE WRITTEN BID SUBMITTED IN RESPONSE TO THIS RFP.