

# City of Montebello

Department of Public Works

ADMINISTRATION DIVISION

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**To:** Prospective Responders/Bidders

**From:** Danilo Batson  
Assistant City Manager

**Date:** April 13, 2017

**Subject: RFP No. 17-10 – Request for Proposals for Citywide Compensation Study (ADDENDUM #2 – Responses to Inquiries)**

## I. RESPONSES TO INQUIRIES

- 1) There is a discrepancy on page 2, Section V.: “The City employs approx.. 567 full time employees.” Just below in the next paragraph it states, “The City employs approximately 406 full-time employees and 161 part-time employees. Which is correct?

Answer: The City employs approximately 567 total employees, 406 full-time and 161 part-time employees.

- 2) Are we to submit proposals based on studying ONLY full-time employees or on full-time PLUS part-time employees?

Answer: The City is seeking proposals to study all employees, both full-time and part-time employees.

- 3) Is there a historical list of comparable agencies you wish to use again or would the preference be for us to make suggestions as to which agencies we would recommend?

Answer: The selected firm will be able to submit a list of comparable agencies to use on the study for City consideration and approval.

Bidder’s Certificate: (This Certificate must be signed and returned together with the Bid Proposal, otherwise the submitted bid shall be considered incomplete.)

I ACKNOWLEDGE RECEIPT OF THIS ADDENDUM #1 AND I ACCEPT THE  
AFOREMENTIONED CONDITIONS.

DATE: \_\_\_\_\_

COMPANY: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_