DATE: November 20, 2019

TO: All Prospective Proposers

FROM: Beth Kirk
Procurement Coordinator, Office of Procurement
301-546-0007

RE: Addendum 1 to RFP 20-08 – Senior Level Compensation & Benefits Study

The following amends the above referenced RFP documents. Receipt of this addendum one is to be acknowledged by completing the enclosed "Acknowledgement of Receipt of Addenda Form” and including it in the Technical Proposal. The Solicitation Schedule is subject to further change modification, as required by the College.

Modification to Section II. Scope of Service, Bullet point #1 on page eight:

The following replaces the above referenced section in its entirety:

- Provide analysis and evaluation in the context of industry and market competitiveness of the College’s current compensation packages for senior executives, including the president, executive vice president and provost, vice presidents, and associate vice presidents in (Teaching, Learning, and Student Success; Human Resources and Organizational Development; and Strategy and Planning).

Positions titles are as follows:
1. College President,
2. Executive VP and Provost TLSS
3. VP of Financial Services,
4. VP of Enterprises Technology,
5. VP of Student Affairs,
6. Associate VP Strategy Planning & Effectiveness,
7. Associate VP of HR & Organizational Development,
8. Associate VP of Workforce Development

End of Addendum 1 dated 11-20-2019
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA FORM

RFP NO.:  20-08

TECHNICAL AND FEE PROPOSAL DUE DATE:
Monday, December 2, 2019, 10:00 A.M. ET

RFP FOR:  Senior Level Compensation & Benefits Study

NAME OF PROPOSER: __________________________________________

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned, hereby acknowledges the receipt of the following addenda:

Addendum No. 1          dated 11-20-2019
Addendum No. _____       dated _________
Addendum No. _____       dated _______
Addendum No. _____       dated _______
Addendum No. _____       dated _______
Addendum No. _____       dated _______

As stated in the RFP documents, this form is included in our Technical Proposal.

______________________________
Signature

______________________________
Name Printed

______________________________
Title

______________________________
Date

END OF FORM