

**BALTIMORE COUNTY PUBLIC LIBRARY**  
PURCHASING DEPARTMENT, FISCAL SERVICES  
320 YORK RD. TOWSON, MD 21204-5179



**BALTIMORE COUNTY  
PUBLIC LIBRARY**

RFP 2021-04 – Compensation Study Consultant  
Addendum No. 1

June 2, 2021

This addendum will provide answers to questions received in regard to RFP 2021-04 Compensation Study Consultant.

Q1. Are you able to share who performed your last study? You mentioned one was done over 10 years ago.

A1. Allen Fitzgerald, approximately 10 years ago.

Q2. Has the BCPL budgeted for the project or identified an expected range of cost? If so, could you indicate an amount or range?

A2. We have not budgeted or identified a range.

Q3. Do you anticipate the participation of employees, such as through the completion of job questionnaires?

A3. No

Q4. Are your current job/class descriptions in excellent, good, or fair shape?

A4. Staff, along with management teams are in the process of updating job descriptions in preparation for study.

Q5. The RFP mentions that the proposal should include resumes for key personnel. How many resumes would you like to see in a submission?

A5. Provide resumes for those who will be primary contacts for the study (including anyone conducting data analysis and market study reviews).

Q6. In regards to the resumes of key personnel, does the BCPL have a list of required or preferred qualifications for those key personnel?

A6. No

All addenda created will be incorporated into the final contract and must be acknowledged in all proposals. The form of acknowledgement is included in the proposal and failure to sign and submit the form may result in your proposal being rejected. (See Acknowledgement of Sample Contract and Addendum, page 16)

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