



City of Forest Park Classification and Compensation Study

**Addendum 1**  
**Issued December 11, 2023**  
**RFP NO. 11092023**

***Acknowledgement of receipt of this addendum MUST BE SIGNED AND INCLUDED IN YOUR RESPONSE TO THE RFP.***

1. In review of RFP No. 11092023 for the City of Forest Park's Classification Analysis and Compensation Study, can you please clarify how many classes/job titles are to be included in the review? Also, are there any unionized positions to be included?

**Answer: The City of Forest Pak currently has 125 classes/job titles to be included in the review. Currently, there are no union positions to be included.**

2. On page 15, instructions state that proposals should be divided into three components, one of which is the Performance Evaluation System. However, the scope of that component is not outlined on pages 10-13. Is the Performance Evaluation System design or modification part of the project?

**Answer: The Performance Evaluation System is a modification.**

3. How many jobs does the project encompass?

**Answer: There a total of 40 Classifications (Paygrades); and 283 active employees (includes full-time, part-time and seasonal).**

4. Does the City have any union employees? If so, will the study include them?

**Answer: The City of Forest Park has no union employees.**

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SIGNATURE

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COMPANY NAME

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TITLE

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DATE