

Massachusetts School Building Authority
Addendum No. 1
MSBA-RFR-CompSurvey-2024
August 2, 2024

This addendum modifies Section I(B.) and Section III(B.).

Section I(B.) is updated to include the following:

1. Market Survey and Comparison of Compensation for All MSBA Staff Positions

All services and tasks in relation to the scope shall be performed in accordance with the provisions set forth in the Fair Labor Standards Act (FLSA).

4. Training for MSBA Staff

Provide training to designated MSBA staff including but not limited to:

- Topics related to fundamentals of compensation for management.
- Topics related to implementing the results of the findings.
- Additional categories of training as recommended by the Respondent.

Please provide the cost for hosting any training to MSBA staff.

The MSBA shall not prevent Respondents that do not offer training from being awarded the contract if the Respondent otherwise demonstrates the knowledge, experience, and capacity to perform the requested scope of services.

Section III(B.) is updated to modify the procurement calendar as follows:

The following is the tentative time schedule for the MSBA's selection of qualified firms and individual(s) interested in assisting the MSBA with Conducting a Comparative Compensation Survey. All dates are subject to modification by the MSBA with notice.

Issuance of RFR: Monday, July 22, 2024.

Question Deadline: Wednesday, August 7, 2024, at 5:00 PM EST

Responses to Questions Posted: Friday, August 9, 2024.

RFR Response Deadline: Friday, August 16, 2024, at 12:00 PM EST

Virtual Presentations (If conducted): Week of September 2, 2024, or September 9, 2024.

Award of Contract: Anticipated September 2024.

Questions concerning this RFR may be submitted to the RFR Contact Person in writing via email only at the contact information below. No telephone calls concerning this RFR are permitted. Questions must be received no later than 5:00 P.M. on August 7, 2024. Responses to questions will be posted on or before August 9, 2024.

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MSBA-RFR-CompSurvey-2024
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END OF ADDENDUM NO. 1