



SEDGWICK COUNTY, KANSAS

DIVISION OF FINANCE

Purchasing Department
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REQUEST FOR PROPOSAL
#09-0107
EVALUATION OF PAY STRUCTURE FOR
VARIOUS POSITIONS IN
SEDGWICK COUNTY FIRE DISTRICT #1

ADDENDUM #1

April 13, 2009

This addendum is regarding RFP 09-0107. Questions are in bold and answers are in italics.

1. Please clarify where the ranking system (referenced on item #2 under minimum requirements) is described in the request for proposal or provide more information about the referenced ranking system.

Fire Lieutenant Pay structure is a step pay plan. The employees moves up annually (based on personal anniversary date) to step 6 and each 18 month from step 7 through step 13. Pay structure is moved according to % negotiated in Fire Union contract (currently have a 3 year contract).

<i>RANGE 21</i>	<i>Fire Lieutenant steps</i>	<i>Hourly</i>	<i>Annual</i>
<i>12 Months</i>	<i>01</i>	<i>\$14.571</i>	<i>\$42,431</i>
<i>12 Months</i>	<i>02</i>	<i>\$15.008</i>	<i>\$43,704</i>
<i>12 Months</i>	<i>03</i>	<i>\$15.459</i>	<i>\$45,015</i>
<i>12 Months</i>	<i>04</i>	<i>\$15.922</i>	<i>\$46,366</i>
<i>12 Months</i>	<i>05</i>	<i>\$16.400</i>	<i>\$47,757</i>
<i>12 Months</i>	<i>06</i>	<i>\$16.892</i>	<i>\$49,189</i>
<i>18 Months</i>	<i>07</i>	<i>\$17.399</i>	<i>\$50,665</i>
<i>18 Months</i>	<i>08</i>	<i>\$17.921</i>	<i>\$52,185</i>
<i>18 Months</i>	<i>09</i>	<i>\$18.458</i>	<i>\$53,751</i>
<i>18 Months</i>	<i>10</i>	<i>\$19.012</i>	<i>\$55,363</i>
<i>18 Months</i>	<i>11</i>	<i>\$19.582</i>	<i>\$57,024</i>
<i>18 Months</i>	<i>12</i>	<i>\$20.170</i>	<i>\$58,735</i>
<i>18 Months</i>	<i>13</i>	<i>\$20.775</i>	<i>\$60,497</i>

- 2. Please provide the total number of employees whose compensation design, structure, and treatment will be affected by the scope of work and resulting recommendations. Within this group, please also provide the number of employees at each level or position.**

Fire Captain Pay structure is a range and has a minimum-midpoint-maximum, and a Captains salary may fall between minimum and maximum. The Captains are evaluated annually (October timeframe for all) and move up according to the % of merit increase earned for that year and documented in the performance evaluation conducted at the end of the year.

<i>Pay scale type</i>	<i>Pay scale area</i>	<i>Pay scale group</i>	<i>Pay scale level</i>	<i>2009 Bi-Weekly</i>	<i>2009 Annual</i>
<i>Fire Admin.</i>	<i>Range</i>	<i>Fire Capt</i>	<i>Minimum</i>	<i>\$2,340.000</i>	<i>\$60,840</i>
		<i>Fire Capt</i>	<i>Mid-point</i>	<i>\$2,550.000</i>	<i>\$66,300</i>
		<i>Fire Capt</i>	<i>Maximum</i>	<i>\$2,760.000</i>	<i>\$71,760</i>

- 3. Is there any existing form of performance based merit structure in place today for the department? If not, what system is currently being used to determine compensation adjustments?**

Fire Lieutenant – performance is reviewed and employee moves up one pay step (annually to step 6 and 18 months for steps 7 to 13).

Fire Captain - Pay for Performance Evaluation completed November 1 of each year – pay increase on January 1.

- 4. What compensation-related data sources or reports, if any, will be provided by the county?**

HRIS reports showing salary and salary history.

Vendors are responsible for checking the web site and acknowledging any addendums on the proposal response form.

Iris Baker
Purchasing Director