



QUESTIONS & RESPONSES #02

RFP or RFQ / TITLE 071371 | Workforce Classification & Compensation

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PROPOSER QUESTIONS	PORT RESPONSES	RFP/ RFQ Section
1. Can you advise us what enterprise resource planning system the port is using for HR?	The Port utilizes 'PDS Vista Human Resources' as its HR system. The Port does not have an ERP solution, utilizing a best of breed software application model.	

<p>2. What is the current number of unique positions covered under the scope of the project?</p>	<p>May vary between 125 and 150 positions.</p>	
<p>3. Is it anticipated that a job analysis questionnaire type process is needed to gather current relevant job content? If so, should the consult plan on drafting new job descriptions from that data?</p>	<p>No job analysis questionnaire type process will be needed in the near term. Just completed comprehensive review.</p>	
<p>4. Is the Firm expected to use the Decision Band Method to classify jobs or will other methods or classification be considered?</p>	<p>We would consider other methods and classifications.</p>	
<p>5. Can you clarify further the breakdown of work over the three year contract—specifically the amount of job description review and classification in a given year?</p>	<p>We anticipate up to 5 classification/ job description reviews per year - dependent on needs of the organization.</p>	
<p>6. I do not see any market pricing/benchmarking as part of the scope of services, is that correct?</p>	<p>Consultant will calculate annual cost of labor for adjustment of salary ranges. Market pricing/benchmarking may come up time to time but is infrequent.</p>	