

**Regional Recreation Corporation of Wood Buffalo (“RRC”)
Fort McMurray, Alberta
Request for Proposal (“RFP”)
For
Exempt Employee Compensation Review**

RFP # 2020-03-05-Exempt Employee Compensation Review

ADDENDUM 1

Responses from the Regional Recreation Corporation of Wood Buffalo (in red font) to the following questions received in relation to the aforementioned Invitation to Bid are reflected in this Addendum. Questions were submitted before closing date March 24, 2020, 2:00 PM MST.

- 1) How many Exempt positions will be included in the review?
Answer #1 - There are a total of 51 exempt position titles. These are unique positions although a small number of the positions would be similar in nature.

- 2) Concerning Scope of Work, Salary Review, point 1: Will a single point of contact be established on the RRC team, such as an HR professional or similar HR resource to discuss job descriptions, roles and responsibilities??
Answer #2 - HR Advisor will be the single point of contact.

- 3) Concerning Scope of Work, Salary Review, point 2: Job Evaluations are to be included in the study. Does RRC currently utilize a defined job evaluation system that is to be reviewed, or will there be a need to create a new job evaluation framework from scratch?
Answer #3 - The RRC does not currently utilize a defined job evaluation system.