

ADDENDUM TO REQUEST FOR QUALIFICATIONS

Solicitation	2025 Classification and Compensation Study RFQ 2024.11.01
Date	November 22, 2024
Addendum #	1
Purpose of Addendum	Posting all questions and answers that have come in from potential bidders

Questions:

1. Can job audits, particularly those focusing on time spent on various job functions and distinctions across locations, be conducted virtually using methods such as interviews and surveys?

Yes

2. Regarding the Equity, Diversity, and Inclusion (EDI) component, can you provide additional details or examples of systemic barriers and inequities the Library District has identified in the past that this study should address?

Some examples of systemic barriers that have been identified and require further analysis include:

- *Unnecessary/excessive required and preferred minimum qualifications that disqualify good applicants e.g., does a position need a degree for the candidate to be able to perform the work or would a certain number of years of transferrable skills be adequate to perform the job?*
- *Do the job descriptions use accessible plain language? e.g., easy to understand to a broad range of qualified applicants, no unclear references or acronyms, no technical, government, or library-specific terms unless necessary, etc.*
- *Is Sno-Isle Libraries properly compensating for unique language skills?*

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3. For the final presentation and training on using and maintaining the classification and compensation structure, are there preferences for in-person versus virtual delivery?

Sno-Isle Libraries does not have a preference for virtual or in-person delivery of the final presentation and training.