



Addendum No 1
Issued March 6, 2024
Employee Compensation Study – RFP 24-005

- Q1. What Kansas City Kansas Community College staff will be assigned to the project and what is their anticipated level of availability? Have any defined roles for KCKCC staff been assigned?
A1. A committee comprised of cabinet / executive level leaders, faculty representatives, and a staff representative will be involved in the study. Weekly meetings would be anticipated.
- Q2. Who is the executive sponsor of this study?
A2. Mr. Jerry Pope, Vice President of Academic Affairs.
- Q3. Is there a desired timeframe for the deliverables to be completed in?
A3. End of summer / early fall 2024.
- Q4. To ensure we tailor our proposal appropriately, could KCKCC provide the budget range for this project?
A3. Budget is to be determined.
- Q5. In addition to the Faculty Pay Matrix FY23-24 and 2023-2024 Salary Schedule provided in the RFP, what job-level information will be available for the consultant to benchmark the in-scope jobs?
A5. Job descriptions are available for all staff positions as well as the faculty contract for faculty.
- Q6. Are executives in scope for this review? If so, what levels of leadership (i.e., CXO's, VP's, Deans, etc)?
A6. Yes, all levels except for President. VPs, Chief Officers, Deans, Directors are included.
- Q7. Beyond counselors and librarians which roles are included in non-teaching faculty?
A7. Academic advisors.
- Q8. Do current jobs have market matches or benchmark jobs associated with them?
A8. No.
- Q9. What salary surveys and benchmarking tools is Kansas City Kansas Community College currently using to assess market competitiveness relative to pay and benefit offerings? Will this data be available to the consultant?
A9. A study was done approximately six years ago. The results of this study can be made available; however, job descriptions are updated annually, and current information should be used.
- Q10. Does KCKCC have a current compensation strategy/philosophy that defines markets (peers/ comparisons, geographies) and pay positioning for in-scope employees?
A10. Not currently. This will be a task for the consultant to assist with.

- Q11. When speaking of “equity”, are there specific dimensions that Kansas City Kansas Community College is looking to evaluate equity for (e.g., gender, race, external market, etc.)? if yes, please describe what the specific dimensions are.
- A11. Pay equity for positions in the same pay classification or position type with years of experience in the field, time at the institution, and pay. Internal equity is limited to pay and experience, not demographic information.
- Q12. Is the intent for internal equity analysis to be a full statistical analysis based on protected class, or an impact/gap analysis as a result of the market review and internal job alignment?
- A12. Internal and equity pay equity by position type, years of experience in the field, time at the institution and pay.
- Q13. Please confirm that KCKCC is not seeking a new job classification architecture (new job codes, work dimensions, job profiles, etc.).
- A13. This could be a recommendation if inequities are determined or if positions are misclassified. It is anticipated that new pay matrix concepts could be proposed for faculty to differentiate between Technical programs and general education.
- Q14. Do forms B-E need to be used to answer the prompts, or may we write out our responses on a word document and submit in that way?
- A14. As long as the responses are clearly identified as addressing the subject of the forms (and contain the requested Info), you can submit any way you choose.

End Addendum 1