



Purchasing Department

Health Sciences Center

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April 9, 2025

Solicitation: #007271

Addendum I Due: 4/09/2025 @ 2:00 P.M.

Title: H/R Employee Class/Pay Eval

Buyer: Lorna Rawls

The purpose of this addendum is to:

- a. include the attached Price Schedule;
- b. retain the original due date of April 25, 2025 @ 2:00 p.m.

This addendum herein becomes a permanent part of Solicitation #007271 and should be submitted with your bid. If your bid has already been mailed or submitted to the Medical Center, your addended bid should be submitted in the space provided at the bottom of this page and placed in the attached envelope, sealed, and submitted to the Louisiana State University Health Sciences Center on or before the above due time and date.

A handwritten signature in blue ink that reads "Mary Alice Templeton". The signature is written in a cursive style and is positioned above a horizontal line.

For: Mary Alice Templeton
Director of Purchasing
and Auxiliaries Services

Addendum Bid:

Firm: _____

Sign: _____

Title: _____

Date: _____

PRICE SCHEDULE ATTACHMENT

RFP for Consultant for Employee Classification and Pay Evaluation

Proposer Name:

Part 1: Proposed Hourly Rate

Instructions: Proposers must complete a Price Schedule in the provided Excel worksheet to be considered for award. Failure to complete and return the provided Price Schedule in its original format will result in the disqualification of the proposal.

The Proposer shall provide a complete breakdown of the inclusive hourly rates on the "Price Description and Breakdown" sheet. The Proposer shall include all anticipated costs to successfully complete all project requirements and deliverables outlined in this RFP. The descriptions and breakdowns provided will be used for informational purposes only.

The Proposer shall enter their All-Inclusive Hourly Rate for all of the staffing positions listed in the table below. The Hourly Rates should be All-Inclusive, meaning the Hourly Rate shall encompass all expenses as provided on the "Price Description and Breakdown" sheet inclusive of personnel, product, operating, travel, professional services, etc.

The Proposed Hourly Rates will be automatically averaged together to calculate the Proposed Average Hourly Rate. The Proposed Average Hourly Rate will be used to calculate the Proposed Cost.

For Evaluation Purposes	
Staffing Titles	All-Inclusive Hourly Rate
Project Manager / Senior HR Consultant	
Compensation and Classification Specialist	
Job Analysis Consultant / HR Data Analyst	
Job Analysis Consultant or HR Data Analyst (only complete if hired separately)	
Proposed Average Hourly Rate:	#DIV/0!

Part 2: Price Description and Breakdown

Instructions: Proposers shall enter a breakdown of the Proposed costs below. Proposers may add additional lines under each category as necessary. Proposers shall not alter the categories provided.

All pricing should be provided for the entire Contract term.

The Costs provided below will not be evaluated and are for informational purposes only.

[illegible]