



ADDENDUM NO. 1 TO ALL OFFERORS:

Reference: Request for Proposal: **RFP# 9124MG**

Commodity: **Virginia Lottery Compensation Study FY24**

Dated: **October 17, 2023**

All offerors are required to acknowledge all RFP addenda in their proposals.

1st Round of Questions and Answers

1. Q: Under section IV.A.1. If we submit electronically, we can ignore the hard copy instructions, correct?

A: That is correct. Offerors may submit either way, both ways are not required.

2. Q: How many jobs will be evaluated as part of the study? I see there are 390 employees, but how many unique job titles does this entail?

A: There are approximately 190 unique job titles

3. Q: Is the leadership presentation (III.H) in person or virtual?

A: We would like to have the leadership presentation in person

4. Q: Is the oral presentation (IV.A.0) expected to be in person or virtual?

A: We would like to have in person oral presentations. Decisions on the presentation will be made after initial review of proposals and in conjunction with the Offerors.

5. Q: How many distinct job titles are covered by the scope of this project?

A: Please see Question #2.

6. Q: How accurate and complete are the current job descriptions for the positions covered by the scope of this project?

A: We have an employee work profile for each position



7. Q: Does the Lottery have a desired timeline for the completion of the work?

A: It is up to the Offeror to propose how long the work will take to complete.