

RFP 17-066P Executive Search and Recruiting Services
ADDENDUM No. 1
August 31, 2017

A. Clarifications:

1. Due to the Labor Day & deadline on Tuesday 5th, PSTA will extend this Proposal Due Date to: September 12, 2017 at 2:00 pm. Local Time.

B. Questions and Answers

What titles and/or types of positions does Pinellas Suncoast Transit Authority (PSTA) anticipate being subject to this contract?

Answer: Services would most likely involve Director or Chief level positions.

How many searches does PSTA anticipate will be provided to the selected executive search firms during the lifetime of this contract?

Answer: Potentially 1 to 5

Is there currently an incumbent(s) executive search firm under contract? If so, who is the incumbent(s) and how long have they had the contract?

Answer: Currently we are under contract with (02) two companies for three years but no more than five years.

- a) The Mercer Group Inc. (Seminole, FL)
- b) The Generator Group LLC (Portland, OR)

Does PSTA anticipate that it will award an exclusive executive search firm contract or select more than one executive search firm to execute this contract?

Answer: More than one firm may be selected

If PSTA selects more than one executive search firm under this contract, does PSTA anticipate having more than one executive search firm working on individual searches or will individual searches be assigned on an exclusive basis?

Answer: Typically we will only have one firm working on a search.

Does PSTA anticipate that the searches assigned to executive search firms under this contract will be retained or contingent searches?

Answer: We anticipate these will be retained searches.

Does PSTA provide a relocation package for appropriate candidates? If so, can you provide some of the details.

Answer: PSTA will consider a relocation package for appropriate candidate, generally a lump sum to be spent as the candidate sees fit, attached to a repayment schedule for early departure from the company.

Does PSTA provide a retirement and/or pension plan to employees? If so, does PSTA allow new employees to transfer their retirement or pension funds from other transit authority funds?

Answer: PSTA is part of the Florida Retirement System (FRS) and abides by its rules for transferring time credit or funds, available for review at <https://www.myfrs.com/>. We also offer optional participation in a 457 retirement account, which does allow roll-over of funds from other retirement funds.

Has PSTA had success recruiting candidates from larger transit authorities?

Answer: Yes.

What is the estimated or total number of Executive Search requirements the government intend to request during this contract period?

Answer: Potentially 1 to 5

Would the government be able to provide the job titles and the salary ranges of these Executive positions?

Answer: Yes

Is the Government offering relocation for the new hire?

Answer: PSTA will consider a relocation package for appropriate candidate, generally a lump sum to be spent as the candidate sees fit, attached to a repayment schedule for early departure from the company.

It is impossible for a search firm to guarantee the success of any candidates for two years especially when we do not supervise them directly. Industry standard is typically 30 days to 90 days. Would the government consider revising the guarantee to 90 days?

Answer: Although the search firm cannot guarantee the success of any candidate, if the candidate leaves the organization during the 24 months period after the placement date, the search firm must replace the candidate at their expense meaning the cost to make a new placement (no professional fees).

Is there point addition for Service Disabled Veteran Owned Business, Minority Owned and Woman Owned Subcontractor consideration?

Answer: For this solicitation, there is no point addition. However, we encourage Diversity participation.

All other Proposal terms and conditions originally issued remain unchanged.

REMINDER: Make sure you mark "Addendum No. 1 on Attachment "1" Acknowledgement of Addendum and remember to sign and return Acknowledgement Addendum form with your submittal package. Failure to do so may result in the disqualification of your proposal submittal.

The RFP is revised to the extent specifically amended by this Addendum 1.
Otherwise, all provisions of the RFP remain in effect.

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