

**BID ADDENDUM****FAILURE TO RETURN THIS BID ADDENDUM IN ACCORDANCE WITH INSTRUCTIONS MAY SUBJECT YOUR BID TO REJECTION ON THE AFFECTED ITEM(S)/SERVICES.**

UNC System Office Bid Number: **68-SOHRC0225**  
 Prospective Bidder:  
 Bid Opening Date/Time: March 17, 2025, at 10:00 a.m. EDT  
 Addendum Number: **01**  
 Addendum Date: March 5, 2025

The University of North Carolina issues this addendum to University of North Carolina RFP 68-SOHRC0225 to provide answers to properly submitted vendor questions.

The properly submitted vendor questions and answers are:

RFP Reference Section	Question	Answers
Scope of Work	How many hours per week is needed to perform the consulting?	There are no dedicated number of hours required. It will totally be based on projects on an as needed basis.
7.0 Attachments	The RFP mentions Attachment A: Pricing but does not include a link to the document. Could you please provide the link for Attachment A: Pricing?	There is not a specific document associated with Attachment A. Vendors should provide the pricing associated with this RFP. Please provide the total cost to the State for complete performance in accordance with the requirements and specifications herein, including all applicable charges for handling, transportation, and administrative and other similar fees. Please provide your firm's pricing as an hourly rate.
68-SOHRC0225	Is there a pricing document associated with this proposal? If so, can you provide?	There is not a specific document associated with Attachment A. Vendors should provide the pricing associated with this RFP. Please provide the total cost to the State for complete performance in accordance with the requirements and specifications herein, including all applicable charges for handling, transportation, and administrative and other similar fees. Please provide your firm's pricing as an hourly rate.
	Attachments D-G links are not loading. Can you provide the documents or updated links?	<a href="https://www.doa.nc.gov/pandc/onlineforms/form-hub-supplemental-vendor-information-9-2021/open">https://www.doa.nc.gov/pandc/onlineforms/form-hub-supplemental-vendor-information-9-2021/open</a>
	Attachments D-G links are not loading. Can you provide the documents or updated	<a href="https://www.doa.nc.gov/pandc/onlineforms/form-customer-reference-template-09-2021/open">https://www.doa.nc.gov/pandc/onlineforms/form-customer-reference-template-09-2021/open</a>

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	links?	
	Attachments D-G links are not loading. Can you provide the documents or updated links?	<a href="https://www.doa.nc.gov/pandc/onlineforms/form-location-workers-09-2021/open">https://www.doa.nc.gov/pandc/onlineforms/form-location-workers-09-2021/open</a>
	Attachments D-G links are not loading. Can you provide the documents or updated links?	<a href="https://www.doa.nc.gov/pandc/onlineforms/form-certification-financial-condition-09-2021/open">https://www.doa.nc.gov/pandc/onlineforms/form-certification-financial-condition-09-2021/open</a>
	Is there a page limit to the proposal? Is there a specific format for the proposal that we need to adhere to?	There is not a page limit for proposals. The University requests that vendors make their proposals as concise as possible. Please see Section 2.7 of the RFP for guidance as to the arrangement of your proposal. Please merge all proposal documents into a single document for submittal via the NC eVP website.
	Can you define who is/are the key personnel?	Key personnel are any vendor personnel who are essential to the completion of the contract requirements.
5.0 Specifications and Scope of Work	Can you please provide the names and roles of the executive sponsors of this work?	Engagements would fall under the Chief Operating Officer and his direct reports. Michael Vollmer if the UNC System Chief Operating Officer
5.0 Specifications and Scope of Work	What is the anticipated level of engagement with the UNC System Office and the 17 constituent institutions?	There is no specific cadence but generally there is project work throughout the year
5.2 Tasks/Deliverables, A.5	What is the anticipated cadence for meeting with governance groups and public bodies (Board of Governors, Board of Trustees, and Legislature)?	Only upon request by the UNC System Office Leadership
5.1 General	What is the HR portfolio or services provided by the UNC System Office to the 17 constituent institutions?	The UNC System Office designates HR policies for constituent institutions to follow. The UNC System Office sets compensation policy and salary ranges and have a standard set of benefits across all institutions
1.1 Contract Term	What are timeline expectations for reaching implementation of the recommended changes around existing programs, within the contract term?	There are no specific projects at this time, so there is no timeline.
5.2 Tasks/Deliverables, A.1	Beyond policy and program review, are you considering best practices around business processes, organizational structures, roles and responsibilities,	The UNC System is currently doing some HR transformation and implementing multiple HR Shared Services. The University seeks assistance on best practices for HR Shared Services

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	staffing levels, and technology? Can you please provide clarity around what best practices you are looking for?	
5.2 Tasks/Deliverables, B.1	Are you looking for actuarial expertise in the benefits analysis?	No
Attachment A: Pricing	Did the University intend to provide an Attachment A Pricing Form?	There is not a specific document associated with Attachment A. Vendors should provide the pricing associated with this RFP. Please provide the total cost to the State for complete performance in accordance with the requirements and specifications herein, including all applicable charges for handling, transportation, and administrative and other similar fees. Please provide your firm's pricing as an hourly rate.
5.1 General	Please describe all components of the benefit and compensation package provided to UNC employees that are arranged, established, or managed by the State of North Carolina (and are therefore we would assume are not part of the scope of engagements that may result from this RFP).	The UNC System sets compensation ranges for all employees except faculty and athletic coaches. With respect to benefits, see the Benefits Summary located at this web address: <a href="https://myapps.northcarolina.edu/hr/benefits-leave/">https://myapps.northcarolina.edu/hr/benefits-leave/</a>
5.2 Tasks/Deliverables	Please describe the typical process for engaging the chosen firm to perform a particular project.	The UNC System would ask a vendor or vendors to submit a Statement of Work based on a Summary of the Project and discussion with the project lead.
5.2.A General Human Resources Consultation	What are the most pressing issues/first priorities that the System would contemplate the consultant address related to your HR programs?	No specific priorities at this time.
5.2.A General Human Resources Consultation	What current systems/technologies are in place at the University of North Carolina System and its constituent institutions for managing HR programs and practices (e.g., HRIS, Market Benchmarking, Job Descriptions, Total Rewards and Benefits administration and communications) and how integrated are these systems between the	Each constituent institution maintains their own ERP System for HR , Finance, Payroll and Student Systems. Most institution use Banner and a couple use Oracle/Peoplesoft. The UNC System does maintain a data warehouse with feeds from each institutions ERP on a monthly basis. We are considering other systems to provide support and AI service.

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	System and the constituent institutions?	
5.2.A General Human Resources Consultation	Does each constituent institution/entity have its own compensation program, pay structure, talent management, etc.?	Compensation System and ranges are set by the UNC System for all employees, except for faculty and athletic coaches. Benefits are standard across all employees with some additional executive retirement benefits administered at the UNC System Office.
5.2.A General Human Resources Consultation	Are job classifications created and maintained at the individual university level or System level? When is the last time the System has undergone a comprehensive classification review?	Yes, job classifications are maintained at each institution. There tends to be an ongoing review of job classifications. The System just completed a comprehensive re-classification and compensation project earlier this year for the largest portion of the UNC workforce.
5.2.A General Human Resources Consultation	Has the System or has any individual university endeavored to develop formal career pathways, skills or competency models? Are any currently in place?	Not formally but there has been some development and project work toward this end.
5.2.A General Human Resources Consultation	Do all constituent institutions have separate policies and practices?	Constituent Institutions do have policies, but they must be consistent with the UNC System Policy Manual.
5.2.A General Human Resources Consultation	Does the UNC System wish the vendor to provide support for Faculty, Staff and Administrators/Executives? Are any employee classes out of scope at this time?	No employee classes are out of scope at this time.
5.2.B Benefits Consultation	Do the constituent institutions/entities offer different benefits or are there different benefit programs for different staff and faculty groups across UNC? If so, please provide an overview of the differences.	Benefits are standardized. See benefits summary at this website: <a href="https://myapps.northcarolina.edu/hr/benefits-leave/">https://myapps.northcarolina.edu/hr/benefits-leave/</a>
5.2.B Benefits Consultation	Do all constituent institutions participate in the UNC System retirement plans? Do any institutions sponsor stand-alone plans and, if so, are those included in scope?	The UNC System maintains five defined contribution retirement plans. Employees are also eligible for the State DB Plan, State 401k and State 457b.
5.2.C Communications	What are the key communication challenges the System faces and what	Communication challenges are more centric to HR staff development and understanding UNC System policy in order to best advise their campus

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	are your top communication objectives?	leadership.
5.2.D. Question 4	The RFP requests total cost quotes for each major activity or deliverable. Does UNC have particular expectations or assumptions for the various projects and activities (such as timing, frequency, volume, etc.)?	The UNC System will look for the vendor that has the best experience for a specific project. Timelines would be determined by the size and scope of such project.
7.0 Attachments	The RFP requests an hourly rate, which will vary by the size, complexity, and scope of each project. Please confirm that a table of hourly rates by position is to be provided in our proposal, and that a table of hourly rates will be acceptable.	A table of hourly rates by position will be acceptable.
4.1 and 7.0	Can you please provide the link to the Attachment A - Pricing template?	There is not a specific document associated with Attachment A. Vendors should provide the pricing associated with this RFP. Please provide the total cost to the State for complete performance in accordance with the requirements and specifications herein, including all applicable charges for handling, transportation, and administrative and other similar fees. Please provide your firm's pricing as an hourly rate.
1	What does IPS stand for? How do I access it for answers to the questions that are asked?	Vendors may disregard any references to IPS. Questions received prior to the submission deadline date, the State's response, and any additional terms deemed necessary by the State will be posted in the form of an addendum to the electronic Vendor Portal (eVP), <a href="https://evp.nc.gov">https://evp.nc.gov</a> and shall become an Addendum to this RFP.
5.0 Specifications and Scope of Work	What are the specific compensation and classification related challenges that exist today, either system-wide or by select institution?	Just completed an overall of the University salary ranges, so no current challenges with respect to class and comp. Campuses must set ranges for faculty and athletic coaches.
5.0 SPECIFICATIONS AND SCOPE OF WORK	Do each of the 17 campuses have a separate compensation philosophy or is there a system-wide philosophy for all institutions?	There is a System-wide philosophy.
5.0 SPECIFICATIONS AND SCOPE OF	Do each of the 17 campuses have a separate classification system and	There is a System-wide structure.

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WORK	salary structure or is there a system-wide system and structure?	
Attachment A: Pricing	The RFP references "Complete and return the Pricing associated with this RFP." Can you please provide a link or a copy of the for this attachment?	There is not a specific document associated with Attachment A. Vendors should provide the pricing associated with this RFP. Please provide the total cost to the State for complete performance in accordance with the requirements and specifications herein, including all applicable charges for handling, transportation, and administrative and other similar fees. Please provide your firm's pricing as an hourly rate.
Scope of Work 5.2 Benefits Consultation	Would you please provide a list of the higher education institutions UNC considers as peer institutions?	Peer institution is available via the UNC System website: <a href="https://www.northcarolina.edu/wp-content/uploads/reports-and-documents/academic-affairs/unc-system-peer-study-2020.pdf">https://www.northcarolina.edu/wp-content/uploads/reports-and-documents/academic-affairs/unc-system-peer-study-2020.pdf</a>
Scope of Work, 5.2 Benefits Consultation	What benchmarking surveys has the University System used to review their benefit programs historically?	The University will work with consultants to assist in benchmarking aspects of the University's benefit programs.
2.7 Proposal Contents	Could you please provide ATTACHMENT A: PRICING?	There is not a specific document associated with Attachment A. Vendors should provide the pricing associated with this RFP. Please provide the total cost to the State for complete performance in accordance with the requirements and specifications herein, including all applicable charges for handling, transportation, and administrative and other similar fees. Please provide your firm's pricing as an hourly rate.
2.7 Proposal Contents	Could you please provide ATTACHMENT D: HUB SUPPLEMENTAL VENDOR INFORMATION? There was no content in the supplied link.	<a href="https://www.doa.nc.gov/pandc/onlineforms/form-hub-supplemental-vendor-information-9-2021/open">https://www.doa.nc.gov/pandc/onlineforms/form-hub-supplemental-vendor-information-9-2021/open</a>
2.7 Proposal Contents	Could you please provide ATTACHMENT E: CUSTOMER REFERENCE FORM? There was no content in the supplied link.	<a href="https://www.doa.nc.gov/pandc/onlineforms/form-customer-reference-template-09-2021/open">https://www.doa.nc.gov/pandc/onlineforms/form-customer-reference-template-09-2021/open</a>
2.7 Proposal Contents	Could you please provide ATTACHMENT F: LOCATION OF WORKERS UTILIZED BY VENDOR? There was no content in the supplied link.	<a href="https://www.doa.nc.gov/pandc/onlineforms/form-location-workers-09-2021/open">https://www.doa.nc.gov/pandc/onlineforms/form-location-workers-09-2021/open</a>
2.7 Proposal Contents	Could you please provide ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION? There was no content in the	<a href="https://www.doa.nc.gov/pandc/onlineforms/form-certification-financial-condition-09-2021/open">https://www.doa.nc.gov/pandc/onlineforms/form-certification-financial-condition-09-2021/open</a>

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	supplied link.	
Attachment A	Could you please provide clarification on the pricing submission requirements? Should there be a link for Attachment A, or is there a specific format to use? If not, will a labor rate card detailing hourly rates for all anticipated labor categories suffice?	There is not a specific document associated with Attachment A. Vendors should provide the pricing associated with this RFP. Please provide the total cost to the State for complete performance in accordance with the requirements and specifications herein, including all applicable charges for handling, transportation, and administrative and other similar fees. Please provide your firm's pricing as an hourly rate. A labor rate card detailing hourly rates for all anticipated labor categories suffice
Attachment D-G	Could you please provide the links for Attachments D-G? We receive an error when attempting to open the links for these attachments in the RFP.	<a href="https://www.doa.nc.gov/pandc/onlineforms/form-hub-supplemental-vendor-information-9-2021/open">https://www.doa.nc.gov/pandc/onlineforms/form-hub-supplemental-vendor-information-9-2021/open</a>
		<a href="https://www.doa.nc.gov/pandc/onlineforms/form-customer-reference-template-09-2021/open">https://www.doa.nc.gov/pandc/onlineforms/form-customer-reference-template-09-2021/open</a>
		<a href="https://www.doa.nc.gov/pandc/onlineforms/form-location-workers-09-2021/open">https://www.doa.nc.gov/pandc/onlineforms/form-location-workers-09-2021/open</a>
		<a href="https://www.doa.nc.gov/pandc/onlineforms/form-certification-financial-condition-09-2021/open">https://www.doa.nc.gov/pandc/onlineforms/form-certification-financial-condition-09-2021/open</a>
Section 5.4	Technical Approach says that: "Vendor's proposal shall include, in narrative, outline, and/or graph form the Vendor's approach to accomplishing the tasks outlined in the Scope of Work section of this RFP. A description of each task and deliverable and the schedule for accomplishing each shall be included." However, on Page 12 the RFP indicates that the services described in the SOW should be performed "upon request, on an as-needed basis," indicating it is not likely that all of the tasks described will be performed together. For the technical approach in the proposal, should proposers assume that each task in the SOW is being performed independently, that all the tasks within a single topic	The UNC System wants an overall understanding of how consultants approach HR projects and related experience with those HR functional areas defined within the RFP. Upon engagement on a specific project the UNC System will request one of more vendors to submit a statement of work for an HR project.



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	area are being performed, or consider the tasks in another way when describing their schedule?	
Attachment A	For budgeting purposes, will the consultant be expected to travel to each of the campuses?	No, campus visits are not expected with this engagement at this time.
General	To what extent does the University expect to continue offering benefits provided by NCFlex?	The UNC System will continue to offer NCFlex benefits for the foreseeable future.
5.0 Specifications and Scope of Work	Is the University currently using AI within its communication tools/resources available to staff and faculty?	Currently engaged in a project to use AI.
5.2A	Is The University envisioning recurring consultative engagements with a core project team and then other key stakeholders as needs come up?	Only if awarded an HR project with a Statement of Work.
5.0 Specifications and Scope of Work	Are you looking for HR assessments and consulting services for all 17 constituent institutions from the start of the project? Or start at a high level and work with constituent institutions as requested?	HR projects could impact all constituent institutions. An HR assessment on all institutions will only be required as directed by the UNC System
6	Will the UNC System consider a limitation of liability clause to be added to its terms and conditions?	Vendor shall include the full text of any proposed modifications of the State's terms and conditions or any supplemental terms and conditions to be considered by the State in Vendor's proposal (i.e., Vendor shall not attempt to include Vendor's modifications via hyperlink or reference to documents outside of Vendor's proposal). Proposed terms and conditions must be attached as an Exhibit to Vendor's proposal otherwise they will not be considered by the State and will be void as to the terms of the Parties' contract. The State may negotiate with one or more responsive Vendors prior to issuing its award, or may conditionally issue its award subject to the Parties negotiation of the proposed modifications of the State's terms and conditions or supplemental terms and conditions. Vendor's proposal shall constitute a firm offer that shall be held open for the period required in the RFP. The State may



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		exercise its discretion to consider Vendor proposed modifications. By execution and delivery of this RFP Response, the Vendor agrees that any additional or modified terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect, and will be disregarded unless expressly agreed upon through negotiation and incorporated by way of a Best and Final Offer (BAFO). Noncompliance with, or any attempt to alter or delete, this paragraph shall constitute sufficient grounds to reject Vendor's proposal as nonresponsive.
Attachment C	Will the final contract terms and conditions be negotiated following the vendor partner selection?	Vendor shall include the full text of any proposed modifications of the State's terms and conditions or any supplemental terms and conditions to be considered by the State in Vendor's proposal (i.e., Vendor shall not attempt to include Vendor's modifications via hyperlink or reference to documents outside of Vendor's proposal). Proposed terms and conditions must be attached as an Exhibit to Vendor's proposal otherwise they will not be considered by the State and will be void as to the terms of the Parties' contract. The State may negotiate with one or more responsive Vendors prior to issuing its award, or may conditionally issue its award subject to the Parties negotiation of the proposed modifications of the State's terms and conditions or supplemental terms and conditions. Vendor's proposal shall constitute a firm offer that shall be held open for the period required in the RFP. The State may exercise its discretion to consider Vendor proposed modifications. By execution and delivery of this RFP Response, the Vendor agrees that any additional or modified terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect, and will be disregarded unless expressly agreed upon through negotiation and incorporated by way of a Best and Final Offer (BAFO). Noncompliance with, or any attempt to alter or delete, this paragraph shall constitute sufficient grounds to reject Vendor's proposal as nonresponsive.
5.2.a	To what extent have relevant business processes been documented? Have any benchmarking studies been conducted?	Yes, business process have been documented and some benchmarking performed over the past several years.
5	What is the expected number of stakeholders/stakeholder groups that will be engaged	Depends on the HR project

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	throughout this work and which groups?	
5.2.a	In what forums and with what frequency may we expect engagement with governing bodies?	Only upon request by the UNC System.
General Question	Would the University of North Carolina System consider granting an extension of the deadline for submission of responses to this RFP? If so, our requested date would be Monday, March 24, 2025.	No
5.2.b	What governance processes are required for changes in compensation/benefits policies? And will the vendor be supporting with implementation changes?	The UNC System sets compensation ranges and are approved by the President. Benefit governance varies based on the program offered. UNC administers five defined contribution plans, all approved by the UNC Board of Governors. The Treasurer's Office provides a state DB plan and the State Health Plan and the North Carolina Office of State Human Resources administer the NCFlex Program for dental, vision and other programs.
General	Have any incumbent consulting, brokerage or other professional services firms been invited to respond to this RFP?	All eligible firms, including incumbent firms, are invited to submit proposals in response to this request for proposals.
4.1	What are the expected travel requirements?	As needed for specific projects.
General	Which firms are the current incumbent firms providing (or have provided in the past) same or similar services contemplated or planned under a new or updated vendor agreement?	Gallagher, formerly Buck Consultants
5	What is the expected frequency of requests for ad hoc questions (e.g. monthly, weekly, etc.)?	Several engagements per year.
5.2.b	How many different benefit plans are there across the UNC system? Who are those plans applicable to?	See benefit summary on this website: <a href="https://myapps.northcarolina.edu/hr/benefits-leave/">https://myapps.northcarolina.edu/hr/benefits-leave/</a>
5.2.b	Is the UNC system maintaining 403b plans and if so, are those plans in scope?	The UNC System maintains five defined contribution plans. One of those is a 403(b) plan.
5.2.b	Is there an expectation or	They are already standard.

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	desire to standardize benefit plans across the UNC system?	
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	<p>communication tools, platforms, or HR systems does the University currently use, and will consultants have access to these for integration and implementation of new communication strategies?</p> <p>7. What key elements or messaging themes must be included in the university-branded HR and benefits communication strategy to align with the institution's overall branding and culture?</p> <p>8. How does the University currently gather employee feedback on HR and benefits communications, and are there existing challenges or gaps that the consultant should address in developing new materials?</p> <p>9. Are there specific communication channels (e.g., email, intranet, print, video, mobile apps) that the University prefers or requires for distributing HR and benefits materials, and how does the University ensure accessibility for employee base across multiple campuses?</p> <p>10. Is there a predetermined annual budget range for these consulting services, and how does the University prioritize cost efficiency while ensuring quality deliverables from consultants?</p>	
Contract	We currently have an active contract with the State of North Carolina. If selected,	The University is unable to answer this question without further review and knowledge of the

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	will our current active agreement with the State of North Carolina be operative and controlling for services that may be provided, if we are selected as a vendor under this RFP? If controlling in part, what portions of any new contract with the UNC System would override the current contract?	Vendor's contract with the State or another State Agency.
	When are the plans up for renewal?	Renewals vary by plan on a rolling basis.
	When is the last time you did an RFP on the life/disability coverages?	Within the last three years.
	Are your leaves outsourced to a vendor or handled in-house?	Handled in-house
	How many different benefit classes do you have?	Three classes, faculty, staff subject to the State HR act, and staff exempt from the State HR act.
	Are there any unions?	No, North Carolina is a non-collective bargaining state.
	Who is the medical vendor? How many medical plans do you offer?	The University uses the State Health Plan, a self-insured plan administered by AETNA.
	Does the RFP include retirement and investment benefits consulting?	No.
	Does the RFP include student health insurance consulting?	No.
	How many meetings/presentations are required to the Board of Governors, Board of Trustees, and Legislature?	Only upon request.
	Are there any initiatives/priorities do you have planned for 2025 that we should make sure are included in our scope?	There are no specific projects planned for 2025.
	Can you share your current benefits guide?	It's available on the UNC website: <a href="https://myapps.northcarolina.edu/hr/benefits-leave/">https://myapps.northcarolina.edu/hr/benefits-leave/</a>
	Can you provide details on your existing wellness programs?	The University does not have any standard wellness benefits, some institutions offer wellness programs.

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	What is your current set up for HRIS, benefits administration, and payroll? Is it one vendor (i.e., Workday, ADP, etc.)?	All 17 constituent institutions have their own ERP. Most use Ellucain/Banner and a couple use Peoplesoft. We all use Emphyrean for Benefits Enrollment.
	Approximately how many in-person meetings in NC will the consultant be required to attend per year?	Based on project activity, but perhaps only a couple a year.
	Do you currently have a data warehouse for the medical and pharmacy data? Is a data warehouse solution a requirement of this engagement?	No, the University does not administer the medical plan. The North Carolina State Treasurer's Office is the plan administrator of the self-insured plan and the North Carolina State Treasurer contracts with AETNA to pay claims.
	Who is the incumbent consulting firm for this engagement? How long has the incumbent been the broker?	Gallagher (formerly Buck Consultants). Our five year contract is expiring.
	What is the main driver(s) for the RFP? Why are you going to market? Is the University looking for a new partner or is this more of a market check.	RFP required after five years.
	What are you looking for in a partner? What is important to you?	Knowledge and experience and leadership with specific HR projects both within higher-ed and outside higher-ed.
	Will there be in-person finalist meetings?	No
	What is your implementation timing for each area?	There are no specific projects at this time, so timing will be based on project activity.
	Have you contracted for these services before and if so, can you please share who provides/provided them?	Yes. Gallagher (formerly Buck Consultants)
	How much support for socialization is needed from the vendor partner or will socialization be handled internally?	The University is unable to provide an answer to this question. It is unclear what the Vendor is asking? Socialization of what?
	Provide the annual total fees for this engagement for the prior three years.	Approximately \$200,000 to \$250,000 per year
	Provide the annual total hours billed for this engagement for the prior three years.	Not readily available

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	How do you currently communicate and engage with your employees and drive action?	Have multiple communication paths
	Are your communications and engagement efforts reaching your audiences as the right time, in the right way, and driving appropriate action?	Yes, we believe our communication efforts are effective for our audience.
	What benefits administration or enrollment platform do you use for benefits enrollment?	Empyrean
	Do you currently offer voluntary benefits such as critical illness, hospital indemnity, accident insurance, whole life insurance, etc.?	Yes.
	Recruiting & Retaining High Quality Faculty & Staff:	
	a) Please describe your existing sourcing and pre-employment process, from different perspectives (e.g., candidate, recruiter, hiring manager) for the key levels and roles of focus.	Varies by institution
	b) Please describe your existing offerings associated with recruiting and retention across the locations.	We have sign-on, retention and performance bonuses.
	c) Please describe your existing leadership development process, including any assessments and development programs being used.	Varies by institution and must be consistent with UNC and State policy.
	d) If your top 10% of talent left tomorrow, what would be the root cause – and how confident are you that your current strategy is preventing that?	UNC is moving to a performance based culture in our compensation practices. We believe we can retain talent at our institution.

All other information contained in the RFP remains the same.



**INSTRUCTIONS:**

1. Return one properly executed copy of this addendum **prior** to the Bid Opening Date/ Time listed above.
2. Please make the following change(s) in the bid referenced above:
3. Check **ONE** of the following options:

☐

Bid has **not** been submitted. **Any changes** resulting from this addendum are included in our bid.

☐

Bid has already been submitted. **No changes** resulted from this addendum.

☐

Bid has already been submitted. Changes resulting from this addendum are as follows.

**Execute Addendum:**

**Bidder:** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Name and Title (Typed):** \_\_\_\_\_