

**STATE OF FLORIDA
DEPARTMENT OF LEGAL AFFAIRS
OFFICE OF THE ATTORNEY GENERAL**



**REQUEST FOR PROPOSAL
RFP DLA-2026.04
COMPENSATION ANALYSIS AND MARKET PAY STUDY
ADDENDUM NO. 1
July 1, 2026**

FAILURE TO FILE A PROTEST WITHIN THE TIME PRESCRIBED IN SECTION 120.57(3), FLORIDA STATUTES, OR FAILURE TO FILE A BOND OR OTHER SECURITY WITHIN THE TIME ALLOWED FOR FILING A BOND SHALL CONSTITUTE A WAIVER OF PROCEEDINGS UNDER CHAPTER 120, FLORIDA STATUTES.

The purpose of this Addendum is to answer questions received in accordance with section 2.3, Questions and Answers Period. In the event of a conflict between previously released information and the information contained in this Addendum, the information herein will control. The information included in this Addendum is incorporated and made part of this solicitation. **Note:** This Addendum No. 1 does not need to be returned with the Proposal. Deletions are indicated by “~~strike through~~”. Additions, updates, or replacements are indicated by **highlighting**.

Part A. Changes to the Request for Proposal

1. Page 24, Section 7.1, Basis of Award is revised as follows:

7.1 Basis of Award

If the OAG awards a Contract resulting from this RFP, the OAG will award the Contract to the responsible and responsive Respondent ~~that submits the lowest responsive proposal~~ **whose proposal is determined to be the most advantageous to the state** as described in Section 6.4, Price Proposal Scoring. The OAG intends to make a single award; however, the ~~Department~~ **OAG** reserves the right to make no award or issue multiple awards as determined to be in the best interest of the State.

The OAG reserves the right to determine which Proposals are responsive and responsible at any time during the solicitation. In accordance with sections **s** 287.012(25) and 287.057(1)(~~ab~~)**4**, Florida Statutes, the OAG may reject a Proposal if it fails to demonstrate that the Respondent has the capability, integrity, or reliability to fully and in good faith perform the requirements of the Contract. The OAG may request additional information pertaining to the Respondent’s ability and qualifications to accomplish all services described in this RFP as deemed necessary during the RFP process or after contract award.

2. Page 24, Notice of Agency Decision, is revised as follows:

7.2 Notice of Agency Decision

After evaluating the Proposals, the OAG will announce its intended decision. The Notice of Intended Decision will be posted on the VIP. The OAG will award to the responsible and responsive Respondent determined to be the most advantageous to the OAG, ~~with the highest total score taking into consideration Technical and Price Proposals.~~ The OAG reserves the right not to make an award under this solicitation, as determined to be in the best interest of the State or the OAG.

3. Page 44, Attachment B, Price/Rate Sheet, Description of Product/Service, deletes and replaces the following:
Final Report as specified in Task **Tasks 4.2.1.6 and 4.2.1.7**
4. Attachment E, Office of Attorney General Job Positions and Classifications, is deleted and replaced with the **Revised Attachment E, Office of Attorney General Job Positions and Classifications**

Part B. Questions and Answers

Contained herein are the responses to the questions submitted to the Department of Legal Affairs, Office of the Attorney General (OAG) for RFP DLA-2026.04, Compensation Analysis and Market Pay Study.

#	QUESTION	ANSWER
1.	Whether responses should be submitted through the MFMP Sourcing/SAP Business Network.	No, see Section 5.5 Proposal Delivery.
2.	Whether there will be a mandatory pre-proposal conference.	No.
3.	The deadline and approved method for submitting written questions.	See Section 2.2, Schedule of Events and Section 2.3, Question and Answer Period.
4.	Whether a respondent may satisfy experience requirements through an identified subcontractor or teaming partner.	Yes, if that subcontractor or teaming partner is identified in the proposal and will perform work under the awarded contract.
5.	Section 7.1 references award to the "lowest responsive proposal," while Section 7.2 references award based on the highest total score. Could you please clarify the intended basis for award?	See above Part A, Changes to Proposal.
6.	Are the comparator organizations identified in the RFP fixed, or may respondents recommend additional, alternative comparator organizations and/or proprietary databases, if supported by the study's methodology?	OAG response 1: Yes, identified comparator organizations are fixed. OAG response 2: No.
7.	Will the OAG provide incumbent salary information, current salary ranges/pay bands, and current job descriptions for the positions included in the study?	Yes.
8.	Are virtual meetings and presentations acceptable for project deliverables, including presentation of findings and recommendations?	Virtual meetings are acceptable; however, all documents must be submitted to the OAG for review prior to scheduling a virtual meeting.

9.	Is there an anticipated budget range for this project?	No.
10.	Regarding Attachment E, do the listed titles represent individual classifications only, or are there multiple levels within certain job families? For example, are there multiple Paralegal levels and/or multiple Legal Support classifications (e.g., Legal Assistant, Legal Coordinator, Legal Administrator) that should be considered within the analysis?	Yes, there are multiple levels for some positions.
11.	Will the OAG provide employee counts by position title/classification?	Yes.
12.	May the technical and pricing proposals be in one mailing container in individually sealed envelopes inside?	Yes.
13.	Page 21, 5.6.3 Tab 2 Scope of Work Narrative states, "Respondent must also indicate if subcontractors will be used and for which services and provide a copy of subcontracts (if any) as specified in Section 2.16." There is no Section 2.16. Please confirm this should be Section 2.14.	Yes.
14.	Page 21, 5.6.3 Tab 2 Scope of Work Narrative states, "This section of the Respondent's Proposal must fully address in detail Respondent's plan for carrying out the services outlined in Attachment A, Scope of Work." Attachment A is the Standard Contract. Please confirm this should be Section 4.2 Scope of Work.	Yes.
15.	Page 20, Section 5.6.2.2 Minimum Qualifications and Experience states, "Provide a detailed outline reflecting Respondent having met the minimum qualifications and experience requirements outlined in Section 2.14." Section 2.14 is information related to Subcontractors. Please confirm it should be Section 2.13.	Yes.
16.	Has the OAG previously conducted a comp study, and if so, will results be made available?	No, the OAG has not previously conducted a comp study.
17.	Will the contractor have access to agency leadership, HR personnel or subject matter experts for position validation?	Yes, as needed.
18.	Will OAG provide a list of preferred comparator organizations, or is contractor expected to do so?	See sections 1.1, 1.2, and 4.2 in the RFP.
19.	Is the study intended to also address internal pay equity, salary compression and alignment across classifications or is it limited to external market only?	External market only.

20.	Does the OAG have a current target market position (e.g., 50th percentile, 75th percentile) that should be used when evaluating compensation competitiveness and developing recommendations?	No.
21.	Will the OAG provide incumbent-level data, including current salary, salary range, years of service, tenure in position, location and supervisory status for each position?	Yes, however, years of service and tenure in position are only applicable to attorney positions.
22.	The RFP notes positions with the same title but different duties. Will OAG provide current job descriptions for each incumbent even with same title so we can ID the differences?	Yes.
23.	Please clarify whether award is based on highest total score or lowest responsive proposal, because Sections 6 and 7 appear to use different award language.	See Answer to Question #5.
24.	Will OAG allow subcontractor experience to satisfy minimum qualifications, or must the prime respondent independently meet them?	See Answer to Question #4.
25.	Does Level 2 background screening apply to remote staff who only access data electronically?	No.
26.	Are in-person meetings required, or may the work be performed remotely?	The work may be performed remotely.
27.	Does OAG expect salary-only recommendations or total rewards recommendations, including benefits?	Salary only.
28.	Will OAG provide FTE counts by position for cost-impact modeling?	Yes.
29.	How should the contractor treat positions where private law firm comparators are not available or not meaningfully comparable?	This will be discussed and evaluated on a case-by-case basis, after the contract is awarded.
30.	Will OAG accept paid compensation survey data where individual firm-level data cannot be disclosed?	Yes.
31.	Does OAG expect private law firm pay data to be collected only from publicly available sources, or may respondent use proprietary compensation databases?	See Answer to Question #30.
32.	For attorney tenure points, should entry, 5-year, and 15-year+ be based on years of legal practice, years with OAG, years in classification, or another standard?	Years of legal practice.
33.	Will OAG provide current salary data, pay bands, position descriptions, employee counts, and tenure data for the 30 positions?	Yes, however, tenure data is only applicable to attorney positions.

Revised Attachment E, Office of Attorney General Job Positions and Classifications

#	Position Title
1	Junior Assistant Attorney General
2	Assistant Attorney General
3	Senior Attorney General
4	Special Counsel
5	Assistant Statewide Prosecutor
6	Senior Assistant Statewide Prosecutor
7	Special Counsel (Office of Statewide Prosecution)
8	Financial Investigator
9	Law Enforcement Investigator
10	Legal Support Staff
11	Paralegal
12	Consumer Service Analyst
13	General Services Analyst
14	Medicaid Fraud Control Unit Analyst
15	Government Analyst
16	Management Analyst
17	Distributed Computer Systems Analyst
18	Distributed Computer Systems Administrator
19	Systems Programming Administrator
20	Chief Assistant Attorney General
21	Senior Clerk
22	Administrative Assistant
23	Human Resources Analyst
24	Research and Training Specialist
25	Claims Analyst
26	Grants Specialist
27	Human Services Program Specialist

28	Program Administrator
29	Operations & Management Consultant
30	Audit Evaluation & Review Analyst

*Please note, each of the above positions may have different job duties within the same position title.