

Addendum No. 2
RFP No. 2025-002
Salary Comparability Study
Date: July 15, 2025

Q.1. What is CKHA's annual budget? Total HAP vs. operating budget?

*Noted 3.5M in PH Modernization/Capital Fund grants and other sources?

A.1 CKHA's total annual budget exceeds \$39 million, which includes funding from multiple sources such as Housing Assistance Payments (HAP), Public Housing Operating Funds, and Capital Fund/Modernization grants. Of this total, approximately \$25 million is allocated specifically for HAP.

Q.2. Incentive plan component – is CKHA considering a broad-based or executive incentive plan or only a plan for the specific scenarios outlined in the scope?

A.2. CKHA is not currently pursuing a broad-based or executive-only incentive compensation plan. As outlined in the RFP, the intent is to explore incentive options specific to targeted scenarios, including:

- Compensation placement for new hires with above-average qualifications
- One-time incentives for successful completion of probationary periods
- Incentives tied to job-required certifications achieved within the first year

The requested incentive plan should align with CKHA's overall compensation philosophy and strategic workforce goals, while remaining financially sustainable and operationally feasible. Broader incentive structures outside the specified scenarios are not within the current scope.

Q.3. Review of organizational structure, current staffing, reporting relationships, and future staffing plans – would this be accomplished in line with job description updates or is CKHA requesting a separate report?

A.3. The review of CKHA's organizational structure, current staffing, reporting relationships, and future staffing plans is intended to be conducted in conjunction with the job description updates and the broader salary comparability study. This analysis is not requested as a standalone report but is a foundational component that will inform the development of accurate, updated job descriptions and support the creation of a market-aligned compensation structure.

Findings from this review should be integrated into the final report deliverables, as outlined in the RFP.