



CITY OF SAN ANTONIO

P.O. Box 839966
San Antonio, Texas 78283-3966

ADDENDUM I

SUBJECT: Request for Proposal (RFP) for Employee Survey and Analysis Services, (RFP 13-007), dated November 19, 2012, due December 17, 2012

FROM: Denise D. Gallegos, C.P.M., CPPB
Procurement Administrator

DATE: December 6, 2012

THIS NOTICE SHALL SERVE AS ADDENDUM NO. I - TO THE ABOVE REFERENCED REQUEST FOR PROPOSALS

THE ABOVE MENTIONED REQUEST FOR PROPOSAL IS HEREBY AMENDED AS FOLLOWS:

Question 1: Can the City of San Antonio provide a copy of the 2011 Employee Survey?

Response: Copies of the 2011 employee survey can be found in Exhibits 4, 5, 6, and 7 of the RFP.

Question 2: Which firm(s) administered the 2009 and 2011 employee surveys? Was the City of San Antonio pleased with the results?

Response: ETC Institute designed both surveys with City input. The City administered the surveys to the employees. The City was pleased with the results.

Question 3: Is there a percentage of employee surveys in Spanish that the City of San Antonio expects to receive?

Response: At this time, this information is not available, but the percentage of Spanish surveys is relatively very small compared to the English employee surveys.

Denise D. Gallegos, C.P.M., CPPB
Procurement Administrator
Finance Department – Purchasing Division