



To: **Prospective Bidder**

Date: **November 2, 2023**

Subject: **Request for Proposal - Bid# 224-30**

RE: **Q&A Responses: - Addendum # 2**

Questions and Answers:

1. Can you please provide a list of on campus and off campus student positions to be included in the study?
 - a. While our student workers have unique titles, we don't necessary want the bidding firms to examine all the jobs at GVSU, but rather we want biding firms to take some random samples of student worker jobs, look at the job requirements/duties performed, and maybe even a few jobs in each tier.
2. Will this study include the student positions on and off campus at the GVSU campuses/centers in Grand Rapids, Holland, Muskegon, and Traverse City or just the main campus in Allendale?
 - a. The main Allendale and downtown Grand Rapids campuses only.
3. Can you please provide any salary surveys that GVSU has participated in within the past 2 years?
 - a. We have not done any student wage studies, but we can provide data our HR Dept. collected re: student employment at other MI publics.
4. Can you please provide a list of comparable universities you would like included in this study?
 - a. See attached list starting on page 3 of this addendum. We limit this to MI public 4-yr institutions but don't prescribe which ones nor how many to be in a comparison pool. However, comparisons to other MI publics should account for local cost-of-living factors, e.g., average wage in Ann-Arbor would be different from average wages in Mount Pleasant.

5. Can all the work for this engagement, including meetings, be done remotely or are there on-site requirements?

a. Vendors should communicate how they intend to gather local employer/wage data if they are not performing some of this work in person.

6. What is the desired timeline of the project?

a. Estimated to be 3-4 months.

7. Do bidders need previous experience in higher education Wage Study and Analysis engagements?

a. Not necessarily, but bidders should communicate how they intend to fulfill the RFP requirements. Experience will be one factor in our award criteria.

School Name	Low	High	Note
Central Michigan	\$10.10	\$13.00	Rates set within the S3 level above \$13.00/hour require the approval of senior management and Student Employment Services. To attract and retain students in the summer, it is encouraged that departments give consideration to paying higher wages due to the many options available for summer employment. A student may receive one rate for a job during the school year and a higher rate for the same job during the summer.
Northern Michigan	\$10.10	\$13.50	In no case may a student be paid less than \$10.10 (as of January 1, 2023). The University's maximum student wage is \$13.50 (as of May 14, 2023). Exceptions to the student maximum wage must have your divisional Vice President's approval and the documentation must be sent to the Payroll Department.
Ferris State	\$10.10	\$14.00	L1 \$10.10 to \$12.00. L2 \$10.10 to \$12.75. L3 \$10.10 to \$13.10. L4 \$10.10 to \$14.00. More information can be found at the following link: https://www.ferris.edu/admissions/financialaid/employment/WageRates.htm
Saginaw Valley State	\$10.65	\$14.00	Emailed careers@svsu.edu for more information - our student workers' wages range from \$10.65/hr up to \$14.00/hr. The majority of them make around the \$11.00 mark.
Oakland	\$10.10	\$15.00	Emailed studentempl@oakland.edu for more information - our current student employment salary range is \$10.10 to \$16. We do have a special wage rate request process that departments can use to request a higher wage rate. It is rumored that we are moving to a \$15 minimum wage in the near future...just an FYI.
Grand Valley State	\$10.10	\$17.70	L1 \$10.10 to \$10.55. L2 \$10.35 to \$10.80. L3 \$10.60 to \$11.35. L4 \$11.30 to \$12.05. L5 \$12.20 to \$12.95. L6 \$13.20 to \$13.95. L7 \$14.70 to \$17.70. More information can be found at the following link: https://www.gvsu.edu/studentjobs/on-campus-wage-rates-32.htm
Michigan State	\$10.10	\$110.78	More information can be found at the following link: https://hr.msu.edu/employment/student-employees/index.html
Western Michigan	\$10.10	\$10.84+	Rates above \$50 per hour require prior approval from Career and Student Employment Services in order to be processed.
Eastern Michigan	\$10.10	N/A	Typically students earn minimum wage unless they have a specialized skill set that warrants a higher pay rate. Please check with UACDC or the Michigan Department of Labor and Economic Opportunity for the current minimum wage rate.
UM Dearborn	\$13.00	N/A	Effective August 21, 2022, the Dearborn and Flint campuses expect units to ensure that all temporary employees are paid at or above \$13 per hour.
UM Flint	\$13.00	N/A	Effective August 21, 2022, the Dearborn and Flint campuses expect units to ensure that all temporary employees are paid at or above \$13 per hour.

UM Ann Arbor \$15.00 N/A The new \$15 per hour minimum wage for temporary and student employees was effective August 21, 2022.

Lake Superior State Emailed payroll@lssu.edu for more information - awaiting response.

Michigan Tech Emailed haleathe@mtu.edu for more information - awaiting response.

Wayne State Emailed ac2000@wayne.edu for more information - awaiting response.