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|  | **Request for Proposal (the “RFP”)****Consulting Services** **Exempt Staff Salary and Benefits Review** |

**Purpose:**

The City of Langley is seeking proposals for professional services to conduct a comprehensive salary review using an objective evaluation process/methodology to review the current pay levels for all Exempt staff. Additionally, the City is seeking an objective comparison of its benefits package with those offered in the same market identified in the pay analysis.

The review will aid the City in attracting and retaining well qualified staff and maintaining competitive compensation practices with those of comparable municipalities.

**Submissions:**

Proposals will be received up until 2:00 P.M. on Friday, March 31, 2017

**Addressed to:**

Francis Cheung, P. Eng.

Chief Administrative Officer

City of Langley

E-mail: fcheung@langleycity.ca

Refer to RFP document below for full scope and submission requirements