April 20, 2022

Dan Ripberger

Managing Director, Practice Lead

Bolton USA

1300 Street NW, Suite 400E

Washington, DC 2005

Re: Compensation & Classification Study, Procurement ID. RFP-2022-02

Mr. Ripberger,

Thank you for submitting the proposal for the RFP Compensation & Classification Study. The Town of Wytheville would like to invite you and your staff to engage in a follow up conversation regarding the information submitted in your response to the published RFP. Topics of discussion will include but will not be limited to; your work on similar projects, the process proposed to conduct the work, timeframe, and nonbinding estimates of total project cost.

I have scheduled time on Monday afternoon, May 2nd, 2022, at 2PM for a zoom call. The zoom invite has been sent to you through email. Please let us know if you did not receive it by calling us at the phone number 276-223-3352

Sincerely,

Elaine R. Holeton

Elaine Holeton, AICP

Assistant Town Manager

Town of Wytheville, VA