



CONDREY &  
ASSOCIATES, INC.

*A Human Resources Consulting Company*

February 12, 2021

Ms. Paige Dukes  
County Manager  
Lowndes County Government  
327 N. Ashley Street, 3<sup>rd</sup> Floor  
Valdosta, Georgia 31601

Dear Ms. Dukes:

I have enclosed a proposal to conduct a classification and compensation study for Lowndes County. If selected, we plan to begin work on the project February 24, 2021, with a preliminary report submitted for review in May 2021 and a final report submitted on or before June 15, 2021. The enclosed proposal outlines a thorough study for the County.

I believe you will agree that confidence is built in a new classification and compensation system by involving management and employees in the process. If selected for this project, we would interview approximately 50% of Lowndes County's 565 employees covered under this letter of agreement. We believe this high percentage of persons individually interviewed for the study will greatly increase its validity. As you will note from the enclosed proposal, in the employee interview process we utilize a variety of skilled consultants with specific subject matter knowledge of local government administration, public safety, public utilities, public finance, public works and information technology. This process leads to a valid and expertly prepared compensation plan that is accepted by the County's employees.

Condrey and Associates has been serving clients nationwide for more than 22 years and has never been involved in any litigation. I strongly encourage you to check the references we have listed in our proposal packet. I believe you will find that we work very hard to deliver a thoroughly documented and competitive personnel system that meets the needs of management and employees alike.

This offer of services is valid until September 30, 2021. We will be happy to revise the enclosed memorandum of agreement to meet appropriate legal requirements as deemed necessary by Lowndes County or to enter into an appropriate contract initiated by the County.

We are looking forward to providing high quality human resource management consulting services to Lowndes County. I believe you will find our firm to be highly competent and responsive to the needs of your jurisdiction. Please contact me at (706) 380-7107 if I may provide further information.

Sincerely,

Steve Condrey, Ph.D.  
President