

ITB - Payroll Services
Offerors' Conference - April 28, 2016
Q & A

Question		Answer
1	How many employees does CareerSource have?	This ITB is specifically to support the Summer Youth Program and any other Paid Work Experience Programs.
2	This is to provide payroll services to your organization?	No, not to our organization. Please refer to Page 7, Section A, Services Solicited Under this ITB, explains the service limits.
2a	From A to F, all those items?	Yes.
3	Who is it that we will be providing this service to?	Please refer to Page 7, Section A, of the ITB, that is the population you will be serving only on an as needed basis.
4	These young people are going to be paid?	Yes.
5	There will be 1,500 young people?	Or less, it will vary, and only on an as needed basis.
6	When will the program start?	The program is effective July 1, 2016 – June 30, 2017.
7	Have you been involved with this process in the past as far as what exactly was done in the past? Is there a payroll coordinator or specialist that we will be dealing with set up the system, manage it and answer any questions that we may have?	Yes. Yes. A representative from CareerSource South Florida, depending on the project.
8	On page 7, we will need to attain the appropriate authorizations/releases?	Yes.
9	This ITB has percentages for evaluating vendors, and it states 50% is given for being an existing vendor. Do you currently have a vendor providing this service that could get 50%?	Yes.
10	What are your expectations, aside from submitting a complete proposal with references and pricing?	Our expectations are based on all the services to be performed, and we cannot judge that until after the services have been provided.
11	Are there any challenges you have with the current vendor that you can name or give certain situations?	No.
12	Internally, you have challenges of your own?	Yes.

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13	Do you have an actual user of payroll services with a User ID and Password?	Yes.
14	Have you done this before?	Yes.
15	Are you satisfied with the service you have received in the past?	Yes.
16	Do you want to ask me any questions? Can I tell you more about us?	No, not at this time.
17	Can you briefly explain your organization?	We invite you to visit our website at www.careersourcesfl.com to gain an understanding of who we are, what we do, and what partnerships we have.
18	May 13th is deadline for the proposal?	Please refer to the Solicitation Timetable found on Page 5, Section A of the ITB.
19	Ok, so it's May 3rd, right?	Yes.