

Temporary Staffing Services – PY 2018-19

Request For Clarification - Q&A

Posted on Website 9-4-18

Question		Answer															
1	Can we join the pre-bid conference via telephone or web?	Yes, you may join via teleconference. Dial-in information will be posted on the CSSF website by September 6, 2018.															
2	Who is/are the current vendor/s?	Kelly Services, Inc. Employment Solutions of New York, Inc. dba TransHire.															
3	Will this be an exclusive or non-exclusive contract?	This is a non-exclusive contract.															
4	Will the contract be temporary staffing, direct hire/permanent recruitment or a combination of both?	Temporary staffing only.															
5	What are the bill and pay rates under the current contract?	<table border="1"> <tr> <td colspan="3">Kelly Services, Inc:</td> </tr> <tr> <td align="center">Rate w/o Benefits</td> <td align="center">Rate with Benefits</td> <td align="center">Recruiting</td> </tr> <tr> <td align="center">31%</td> <td align="center">34%</td> <td align="center">41%</td> </tr> </table> <table border="1"> <tr> <td colspan="2">Employment Solutions of New York, Inc. dba TransHire</td> </tr> <tr> <td align="center">Rate w/o Benefits</td> <td align="center">Rate with Benefits</td> </tr> <tr> <td align="center">30%</td> <td align="center">34%</td> </tr> </table>	Kelly Services, Inc:			Rate w/o Benefits	Rate with Benefits	Recruiting	31%	34%	41%	Employment Solutions of New York, Inc. dba TransHire		Rate w/o Benefits	Rate with Benefits	30%	34%
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6	It states that the proposals will be open on 9/24/18 however they are due on 9/20/18, is that correct?	Correct. All proposals received on 9/20/18 by the deadline will remain sealed and each proposal will be opened on 9/24/18 at the Public Review Forum.															
7	How much was spent on temporary staffing services in 2016, 2017 and 2018 YTD (for the services requested under this RFP)?	2016 - \$ 881,086.72 2017 - \$ 1,076,982.00 2018 - \$ 4,794,015.00															

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8	How many temporary employees are currently utilized?	56																												
9	How many temporary employees will work per category?	<p>The number will vary based on funding. The current breakdown is below:</p> <table border="1"> <tr><td>Business Consultant</td><td align="center">1</td></tr> <tr><td>Business Services</td><td align="center">2</td></tr> <tr><td>Career Advisor</td><td align="center">11</td></tr> <tr><td>Workforce Center Manager</td><td align="center">5</td></tr> <tr><td>Customer Service Representative</td><td align="center">1</td></tr> <tr><td>Employer Specialist</td><td align="center">3</td></tr> <tr><td>Job Placement Specialist</td><td align="center">3</td></tr> <tr><td>Lead Career Advisor</td><td align="center">5</td></tr> <tr><td>Placement Specialist</td><td align="center">6</td></tr> <tr><td>Program Specialist</td><td align="center">9</td></tr> <tr><td>Program Specialist I</td><td align="center">5</td></tr> <tr><td>Program Specialist II</td><td align="center">1</td></tr> <tr><td>Workshop Facilitator</td><td align="center">1</td></tr> <tr><td>Workforce Center Supervisor</td><td align="center">3</td></tr> </table>	Business Consultant	1	Business Services	2	Career Advisor	11	Workforce Center Manager	5	Customer Service Representative	1	Employer Specialist	3	Job Placement Specialist	3	Lead Career Advisor	5	Placement Specialist	6	Program Specialist	9	Program Specialist I	5	Program Specialist II	1	Workshop Facilitator	1	Workforce Center Supervisor	3
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10	What is the estimated need of hours per week for temp staff?	40 hours per week																												
11	How many vacancies currently exist for permanent employees (if contract involves direct hire/perm recruitment)?	Zero																												
12	Will this contract require the payrolling of current employees?	Yes																												
13	Are there any subcontracting goals/requirements for this contract?	No																												

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14	Can an MBE / Minority firm self-satisfy the subcontract goals?	N/A
15	Are vendors required to have a local office or will out-of-state vendors be considered?	Yes to both questions
16	Is a FL business registration required?	Yes
17	Is there any mandated PTO or Supplemental benefits/ Living Wage/ Prevailing Wage	Regarding PTO or Supplemental benefits please refer to the RFP, section Specifications, pages 7-8. Regarding wage information, please refer to the RFP, Attachment 8, Pay Rate Table, pages 1-3.
18	What is the average turnover rate per each position/how long to assignments last generally	The average turnover is 1-2 positions per month. These positions are funded on a yearly contract basis.
19	Are the positions going to be subject to any minimum wage increases over the course of the contract?	No
20	Do we have to bid on all of the titles?	No. Respondents have the flexibility to bid on as many job titles as they can provide services.